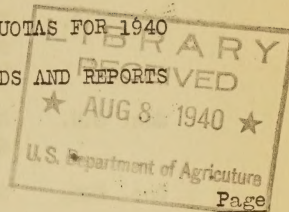


UNITED STATES DEPARTMENT OF AGRICULTURE
AGRICULTURAL ADJUSTMENT ADMINISTRATION

INSTRUCTIONS PERTAINING TO COTTON MARKETING QUOTAS FOR 1940

PART V. SUMMARY OF GINNERS' AND BUYERS' RECORDS AND REPORTS

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PREFACE

It is the purpose of this summary to present an outline of the main provisions of the Regulations Pertaining to Cotton Marketing Quotas for the 1940-1941 Marketing Year (designated Cotton 407) as they relate to ginners and buyers and to illustrate the manner of executing the forms prescribed therein. It is not possible within the limits of this summary to deal with every situation coming within the purview of the regulations or to discuss the execution of all forms provided for therein, and ginners and buyers should use this summary as a guide rather than as a substitute for the regulations. The regulations are issued by virtue of the authority vested in the Secretary of Agriculture by Title III of the Agricultural Adjustment Act of 1938 (Public Law No. 430, 75th Cong., approved February 16, 1938, 52 Stat. 31, 7 U. S. C. 1301 et seq.), as amended. Copies of the regulations and required forms will be furnished free to persons needing them upon request made to the office of the county agricultural conservation committee.

A. RECORDS TO BE KEPT AND REPORTS TO BE SUBMITTED BY GINNERS

Section 501. Applicability of the regulations. The records and reports of ginners are required in connection with all cotton produced in the calendar year 1940, whether it is ginned prior to or subsequent to August 1, 1940. The records and reports also relate to cotton produced in 1939, or any prior year, which is ginned during the current season. A ginner is a person who gins cotton or is engaged in the business of ginning cotton, whether for himself or for others. The term "ginner", as used in the regulations, does not have a technical meaning and includes all persons who gin cotton as the term is ordinarily understood. A person who is a ginner may also be a cotton buyer or a cotton producer, or both. However, the records and reports required of him in his capacity as a ginner are separate from those required of him in his capacity as either a buyer or a producer and cannot be substituted for each other.

Sec. 502. Form of the ginner's report. Each ginner must make a record and report on all cotton which he gins for the producer of the cotton and on all cotton which is marketed in the seed by the producer and ginned by the ginner or received by him for any purpose. The portion of the ginner's report relating to cotton ginned by or for the producer of the cotton may be made in one of two ways; namely: First, on form Cotton 416, supplies of which will be furnished free to the ginner by the county committee for the county in which the gin is situated; or Second, on copies of gin bale receipts or tickets which are printed by the ginner for use in his business and which show the same information for each bale or lot of cotton as that required to be shown on form Cotton 416. Any ginner who desires to use the second method should submit a sample of the gin bale receipt or ticket to the

county committee in order that it may be forwarded to the State committee for approval by the Agricultural Adjustment Administration. Gin bale receipts or tickets which are not so approved cannot be accepted as a ginner's report in lieu of form Cotton 416. Where the use of the second method is approved, the county committee will furnish free to the ginner supplies of forms Cotton 416-A to be used as a receipt and transmittal form for the bale receipts or tickets constituting a report. (The reference in this summary to the gin bale receipt or ticket as the ginner's report is intended to include only those gins for which the use of that method was approved.) The portion of the ginner's report relating to cotton marketed in the seed must be made on form Cotton 426 and cotton which is ginned for the buyer or transferee (including the ginner) of seed cotton marketed by the producer must be made on form Cotton 416.

Sec. 503. Time and place of submitting ginner's reports. The ginner's report must be made for each period beginning with the first day of each month through the fifteenth, and from the sixteenth day of each month through the last day of each month. All cotton ginned during the period and all seed cotton marketed by the producer and received by the ginner during the period is to be included in the report. Each report is to be submitted to the treasurer of the county committee for the county in which the gin is situated. The report is required to be submitted not later than 5 days next succeeding the last day of the period covered by the report.

Sec. 504. Penalty for ginner failing to make a report or making a false report. The act makes the failure to submit a ginner's report, or the submission of a false report, a misdemeanor punishable upon conviction by a fine of not more than \$500 for each offense. However, this is expressly declared to be in addition to, and not exclusive of, any of the remedies or penalties under existing law.

Sec. 505. General provisions relating to the preparation of the ginner's report. The responsibility for correctly preparing and submitting the reports rests upon the ginner. The ginner should nevertheless feel free to call upon the office of the county committee for information relating to the execution of any part of the report or the manner in which any particular facts are to be reported. The county office will in turn bring to the ginner's attention any details in which the report is incomplete or in error. Each gin report must be subdivided into five parts or divisions according to the kinds of cotton ginned during the semimonthly period. The parts or divisions when taken together constitute one semimonthly report although they are referred to as separate reports for convenience in identifying them. Each part or division must be kept separate from the other parts or divisions. The five parts or divisions of the ginner's report are as follows:

1. Regular Report. In the Regular Report division include all cotton from the 1940 crop ginned by or for the producer of the cotton. Do not include in the Regular Report any long staple cotton which is ginned by roller gin machinery.

2. Report of Seed Cotton Marketed. This division of the report must be made on form Cotton 426 and covers the amount of seed cotton marketed by the producer by sale, barter, or exchange. Form Cotton 426 must be executed by the buyer or transferee of the seed cotton (including the ginner if he acquires seed cotton from its producer). Before accepting any cotton for ginning from a person other than its producer, a ginner should require such person to file with the ginner a properly executed form Cotton 426. The forms Cotton 426 must accompany the Regular Report for the semimonthly period during which the ginner received the seed cotton, whether or not the seed cotton was ginned during that period or a later period. The execution and use of form Cotton 426 will be discussed under the part of this summary dealing with the reports of buyers.

3. Seed Cotton Supplemental Report. In the Seed Cotton Supplemental Report include all cotton from the 1940 crop which is ginned by or for the buyer or transferee of seed cotton (including the ginner who is a buyer or transferee of such cotton). This report division must be made on separate forms Cotton 416 and cannot be made in any case on copies of the gin bale receipts or tickets. This division of the report must be submitted with the Regular Report for the period during which such seed cotton was ginned.

4. Long Staple Report. If the gin is equipped with machinery designed solely for the purpose of ginning long staple cotton (roller gin), include in the Long Staple Report division any long staple cotton from the 1940 crop which is ginned by the roller gin machinery. This division of the report must be submitted with the Regular Report for the period during which the long staple cotton was ginned.

5. Report of Cotton Produced in a Prior Year. This report division covers cotton produced in 1939 or any prior year which is ginned during the 1940-1941 ginning season. This division of the report must be designated by the calendar year in which the cotton was produced, preceded by the words "Produced in". This division of the report must be submitted with the Regular Report for the semimonthly period during which such cotton was ginned.

Sec. 506. The farm serial number. In each case the ginner must obtain from the producer the serial number assigned by the Agricultural Adjustment Administration for the purpose of identifying the farm on which the cotton was produced. If the cotton was produced on more than one farm, the serial number

of each farm must be obtained. The farm serial number may be taken from the producer's marketing card. However, if the marketing card is used as the source of information and the producer has more than one farm, care should be exercised to determine on which of the farms the cotton was produced and whether the marketing card was issued for that farm. The farm serial number must be entered in column A of form Cotton 416, or on the gin bale receipt or ticket, in each case where cotton is ginned by the producer and was not sold in the seed. If cotton was sold in the seed, the farm serial number will be shown on form Cotton 426. If the producer does not know the farm serial number at the time of ginning, the ginner should obtain the location or description of the farm and enter this information on form Cotton 416, or the gin bale receipt or ticket, in order to facilitate getting the farm serial number later. However, the failure of the ginner to obtain the farm serial number will not be excused unless the farm is identified in some other manner or the failure to obtain it is justified by an explanation accompanying the report of facts showing that he was unable to obtain it after a reasonable effort.

Sec. 507. Date of ginning. The date on which each bale, or lot of cotton if less than a bale, was ginned must be shown in column B of form Cotton 416, or on the gin bale receipt or ticket.

Sec. 508. Name of farm operator. In each case the ginner must obtain the name of the operator, as shown by the records of the Agricultural Adjustment Administration, of the farm on which the cotton was produced. If the cotton was produced on more than one farm, the name of the operator of each farm must be obtained. The name of the farm operator may be taken from the producer's marketing card. Where the information is taken from the marketing card the ginner should first determine that the marketing card relates to the farm on which the cotton was produced and then enter in column C of form Cotton 416, or on the gin bale receipt or ticket, the name of the farm operator exactly as it appears on the marketing card. If cotton is not ginned in the name of the producer but is sold in the seed, the name of the farm operator will appear on form Cotton 426 and need not be shown on form Cotton 416.

Sec. 509. Name of producer, if other than the operator. In each case the ginner must obtain from the person who brings the cotton to the gin the name of the producer or producers, other than the operator or landlord, who are entitled to a share in the cotton and enter their names in column D of form Cotton 416, or in a space for that purpose on the gin bale receipt or ticket. If there is only one producer on the farm or if the cotton was grown by the operator and no producer other than the landlord is entitled to a share in the cotton, the word "Same" should be entered in column D of form Cotton 416. If the cotton was sold in the seed and not ginned in the name of the producer, the names of the producers other than the operator will appear on form Cotton 426.

Sec. 510. County and State in which farm is located.

The ginner must enter in column E of form Cotton 416 the name of the county and of the State in which the farm on which the cotton was produced is located, or the names thereof must appear on the gin bale receipt or ticket. If cotton is sold in the seed and not ginned in the name of the producer, the name of the county and State will appear on form Cotton 426.

Sec. 511. Gin bale number or mark. The bale number or mark of each bale of cotton must be shown in column F of form Cotton 416. Bale numbers should be listed on form Cotton 416 in numerical order. If gin bale receipts or tickets are used to report ginnings to the county committee and the bale number is different from the serial number of the receipt or ticket, the gin bale number or mark must be shown on the receipt or ticket.

Sec. 512. Serial number of gin ticket or receipt issued to the producer. The serial number of the gin ticket or receipt issued to the producer or prepared for the bale or lot of cotton must be entered in column G of form Cotton 416. If the serial number of the gin ticket or receipt and the bale number are the same, the word "Same" should be entered in column G.

Sec. 513. Weight of the cotton. In each case the gross weight of the bale, including bagging and ties, must be entered in column H of form Cotton 416, or it must appear on the gin bale receipt or ticket. If the cotton ginned is not baled, the net weight of the lint cotton must be shown. If the cotton was produced on more than one farm or if more than one producer other than the landlord and operator have an interest in the cotton, the amount of cotton for each farm and the amount of cotton for each producer must be shown separately.

Sec. 514. Round bales. In the case of round bales, the ginner shall enter in column I of form Cotton 416 the figure "3" for each round bale, or indicate on the gin bale receipt or ticket that it is a round bale.

Sec. 515. Bagging made of cotton. In cases where the bagging is made of cotton, the ginner shall enter in column I of form Cotton 416 the figure "14" for each square bale wrapped with bagging manufactured from cotton, or indicate the fact on the gin bale receipt or ticket.

Sec. 516. Sugar bagging. In cases where "sugar" bagging is used, the ginner shall enter in column I of form Cotton 416 the figure "19" for each square bale, or indicate on the gin bale receipt or ticket that "sugar" bagging was used.

Sec. 517. Execution of form Cotton 416 where cotton was produced on a single farm. Where cotton was produced on a single farm and only one producer other than the operator and landlord has a share in the cotton, the information required for each bale

of cotton, as indicated above, shall be entered on a separate line of form Cotton 416. Where cotton was produced on a single farm but more than one producer other than the operator or landlord have a share in the cotton, the share of each producer other than the landlord or operator shall be entered on separate, consecutive lines of form Cotton 416.

Sec. 518. Execution of form Cotton 416 where cotton was produced by one or more producers on two or more farms. Where cotton was produced on two or more farms by a single producer, the information required for each farm and the amount of cotton in the bale attributable to each farm shall be shown on form Cotton 416 on separate, consecutive lines. Where cotton was produced on two or more farms by two or more producers, the information required to be shown for each farm and for each producer, as indicated above, shall be entered on separate, consecutive lines of form Cotton 416.

Sec. 519. Ginner's certification on form Cotton 416. The gin owner or his agent shall execute Part II of the last form Cotton 416 of each division of his report by entering the full name of the gin (as it is regularly and usually referred to in business matters), the location of the gin, his signature, the name of the city and State where the report is signed, and the date of signing. In the case of the Regular Report only, the gin owner or his agent shall enter on the last sheet of this division of his report the number of sheets of forms Cotton 426 which are attached. The sheet number and total number of sheets of forms Cotton 416 in each report division must be entered on each sheet of the report. The date of the semi-monthly period must be entered on each sheet of the report. The title of the report division referred to in section 505 must be entered on each sheet of the particular report division above the words "Report Designation".

Sec. 520. Number of copies of form Cotton 416. Forms Cotton 416 are printed with inserted carbons and will be executed in duplicate. The original is to be transmitted to the treasurer of the county committee. The copy is to be retained by the ginner.

Sec. 521. Preparation of forms Cotton 416-A in connection with gin bale receipts or tickets. Form Cotton 416-A is to be used as a transmittal form and receipt for gin bale receipts or tickets which are approved for use in lieu of form Cotton 416 in making the ginner's report. The gin bale receipts or tickets constituting the report for a semi-monthly period must be submitted to the treasurer of the county committee not later than 5 days next succeeding the last day of the period and must be accompanied by form Cotton 416-A executed as follows:

(a) Enter in the space provided in the heading of the form the number of gin bale receipts or tickets being transmitted.

(b) Enter in the spaces provided the name of the treasurer of the county committee, the name of the county, and the date.

(c) Enter in Part I in the spaces provided (1) the name of the gin, as it is regularly and usually referred to in business matters, (2) the location of the gin, (3) the dates of the report period for which the gin bale receipts or tickets are being submitted, (4) the serial numbers of the first and last gin bale receipts or tickets which are being submitted, and (5) the number of sheets of forms Cotton 426 which are attached and made a part of the report.

(d) The gin owner or his agent shall certify that the information being transmitted is true and complete by signing his name in the space provided and entering the name of the city and State where the certification is made.

(e) If a receipt for the gin bale receipts or tickets is desired, both the original and the duplicate of form Cotton 416-A shall be forwarded to the treasurer of the county committee. If a receipt is not wanted, only the original will be forwarded.

Sec. 522. Handling reports on forms Cotton 426. Any person who buys seed cotton, or who receives seed cotton by barter or exchange, from the producer of the cotton, shall execute the "Report of Seed Cotton Marketed", form Cotton 426, as provided in section 537 of this summary. The report on form Cotton 426 in each case shall be transmitted to the treasurer of the county committee by the ginner who gins the seed cotton or who receives it for any other purpose. Any person other than the producer of the seed cotton who delivers it to the ginner for ginning or for any other purpose must file with the ginner the original and copy of a properly executed form Cotton 426 covering the seed cotton. When the ginner acquires seed cotton from the producer by sale, barter, or exchange, the ginner must execute form Cotton 426 covering the seed cotton as the buyer or transferee. When the ginner takes a certain amount of the cotton ginned by or for the producer in payment of the ginning charges (commonly called "toll cotton"), the ginner is the buyer of such seed cotton and must include each amount of it in his report on form Cotton 426. The ginner shall include all forms Cotton 426 received during a semimonthly period, or prepared by him for seed cotton which he acquired from the producer, in his ginner's report for that period, whether or not the cotton was actually ginned during the period. The original of each form Cotton 426 shall be submitted to the treasurer of the county committee not later than 5 days following the last day of the period.

Sec. 523. Preparation of the Seed Cotton Supplemental Report division of form Cotton 416. Any cotton ginned for a person other than the producer of the cotton shall be reported separately on form Cotton 416 by the ginner in the division of the ginner's report known as the Seed Cotton Supplemental Report. The Seed Cotton Supplemental Report will include all cotton which is ginned from the seed cotton required to be reported on forms Cotton 426. It is to be particularly noted that no entries appear on form Cotton 416 in such cases in columns A, D, and E, and further, that the name of the person who acquired the cotton from the producer is recorded instead of the name of the producer of the cotton and the farm on which it was produced. The name of the producer and identity of the farm on which the cotton was produced will be shown on form Cotton 426.

Sec. 524. Postage expense for mailing the ginner's report. If the ginner desires to be reimbursed for the expense he incurs in mailing his reports to the treasurer of the county committee, the ginner should arrange with the treasurer of the county committee at the beginning of the ginning season the time and manner in which the ginner is to be reimbursed for the postage expense.

**B. RECORDS TO BE KEPT AND REPORTS TO BE SUBMITTED
BY BUYERS**

Sec. 525. Applicability of the regulations. The records and reports of buyers are required in connection with all cotton marketed which was produced in the calendar year 1940, whether it is purchased prior to or subsequent to August 1, 1940, and to all cotton from a previous crop marketed during the marketing year. A buyer is a person who purchases cotton from a producer. The term "buyer" is non-technical in its application in the regulations and is used to describe any person, with the exception of a transferee, who acquires title to cotton from a producer. A transferee is a person who receives cotton from a producer by barter or exchange, that is to say, where there is a transfer of title to cotton from a producer to another in return for cotton or other commodities, services, or property in cases where the value of the cotton or such other commodities, services, or property is not considered in terms of money, or the transfer of title to cotton by a producer to another in payment of a fixed rental or other charge for land. The meaning of the term as used is seen, without an extensive citation of examples, by the following illustrations: A person who pays cash for cotton is a buyer and a merchant who trades merchandise of the value of \$40 for a bale of cotton is a buyer. The regulations are applicable only to the first buyer who acquires title to cotton from the producer. The regulations do not apply to transactions in which a person acquires title to cotton from the first or any subsequent buyer or transferee. The records

and reports required of a buyer are separate from and cannot be substituted for those required of him in his capacity as a ginner or as a producer.

Sec. 526. Duties and responsibilities of a buyer. The act imposes upon the buyer the duty and responsibility of collecting the penalty incurred by a producer in marketing cotton in excess of the farm marketing quota. It is the duty of the buyer to require the producer to identify by a marketing card or certificate the cotton marketed by him in a manner which will permit the buyer to determine whether a penalty is or is not incurred by the producer with respect to the transaction. The buyer is also required to keep records and make reports which are necessary to determine the amounts of cotton marketed by the various producers and the amounts of the penalties incurred.

Sec. 527. Identifying cotton subject to and not subject to penalty and the amount of the penalty. It must be determined by an examination of the producer's marketing card whether cotton is marketed subject to or not subject to the penalty. The types of marketing cards with which cotton will be identified are as follows:

1. White Marketing Card. When this card (form Cotton 411) is used to identify cotton produced on the farm in connection with which it was issued, no penalty is required to be collected by the buyer since the cotton is either marketed not subject to penalty or is cotton with respect to which the penalty, if any, will be paid later by the producer.

2. Red Marketing Card. When this card is used to identify cotton, the cotton is not subject to penalty if the amount marketed in the particular transaction, plus the amount previously marketed, is not in excess of the number of pounds shown on the red marketing card (form Cotton 412). If the cotton identified by the red marketing card in the particular transaction, plus the amount previously marketed, is in excess of the number of pounds shown on the marketing card, that part of the cotton in excess of the marketing quota shown on the red marketing card is marketed subject to the penalty of 3 cents per pound.

3. Blue Marketing Card. When this card is used to identify cotton, the cotton so identified is marketed subject to the penalty of 2 cents per pound with the exception that any part of the cotton identified by the blue marketing card which is in excess of the amount shown on the blue marketing card (form Cotton 414) is marketed subject to the penalty of 3 cents per pound.

Sec. 528 Collection of the penalty. The penalty is due at the time cotton is marketed and is to be collected at that time by the buyer. The penalty may be collected by the buyer by

receiving the amount from the producer or by deducting from the purchase price of the cotton the amount of the penalty. Cotton is marketed by sale when either title to or actual or constructive possession of the cotton is delivered by or on behalf of the producer or any part of the purchase price is paid.

Sec. 529. Time of remitting penalties. The penalty incurred by the producer must be remitted by the buyer to the treasurer of the county committee for the county in which the cotton was produced not later than 15 calendar days next succeeding the day on which the cotton was marketed. However, the penalty may be remitted sooner. The address of the treasurer of the county committee will be shown on the postal card copy of form Cotton 413 or form Cotton 415 (see section 533 of this summary).

Sec. 530. Form of remittance. The penalty shall be remitted only in legal tender or by check, draft, or money order. The check, draft, or money order must be drawn payable to the Treasurer of the United States but is to be delivered to the treasurer of the county committee. A remittance in cash or by check, draft, or money order may cover the penalty incurred in a single transaction or it may cover the penalties incurred in several transactions in which the buyer has purchased cotton. The treasurer of the county committee will issue a receipt on form Cotton 419 to the buyer for the penalties remitted.

Sec. 531. Penalty for buyer failing to keep a record and make a report or keeping a false record or making a false report. The act makes the buyer's failure to keep records or submit reports as hereinafter described, or the keeping of a false record or the submission of a false report, a misdemeanor punishable upon conviction by a fine of not more than \$500 for each offense. However, this is expressly declared to be in addition to, and not exclusive of, any remedies or penalties under existing law.

Sec. 532. Procedure to be followed by buyers where cotton is identified by a white marketing card. Where cotton is marketed directly to and in the presence of the buyer, the buyer is not required to make any report to the treasurer of the county committee in connection with cotton identified by a white marketing card except in cases where the buyer is requested to make a report on form Cotton 420 (see section 539 of this summary) or where cotton is purchased in the seed; in which latter event a report on form Cotton 426 is required (see section 537 of this summary). The buyer must satisfy himself that the person who is selling the cotton is the producer named on the white marketing card and who countersigned it or is his agent who has been designated as such in Part II of the white marketing card. If the person selling the cotton is not the producer named in the white marketing card, or his agent, the buyer should

decline to purchase the cotton without a further investigation, since to do so would make the buyer a party to the improper use of the marketing card. If, however, he does purchase it, a penalty of 3 cents per pound on the entire amount should be collected and the transaction should be reported to the treasurer of the county committee. If a producer was issued a white marketing card and markets his cotton by telephone, telegraph, or mail, or by any means or method other than directly to and in the presence of the buyer, the producer will identify the cotton by delivering to the buyer a certificate properly executed on form Cotton 411-A, as evidence of the fact that the producer was issued a white marketing card. The producer will retain the second copy of form Cotton 411-A and forward the original and the triplicate copy (form Cotton 411-A-b) to the buyer. The original of form Cotton 411-A will be retained by the buyer. The buyer must execute Part III and forward the triplicate copy to the treasurer of the county committee. The triplicate copy is prepared in the form of a business reply card and can be mailed by the buyer to the treasurer of the county committee, whose address appears thereon, without payment of postage.

Sec. 533. Procedure to be followed by a buyer where cotton is identified by a red or blue marketing card. Each red marketing card is printed as a part of a book of ten sets of forms Cotton 413 and each blue marketing card is printed as a part of a book of five sets of forms Cotton 415. Whenever cotton is identified by a red or blue marketing card the buyer and the producer are required to make a record of the transaction and the buyer is required to submit a report of the transaction to the treasurer of the county committee.

The record and report is required to be made on form Cotton 413 or on form Cotton 415, which will be executed in triplicate. The report on form Cotton 413 or on form Cotton 415 is the only report required of the buyer where the cotton is identified by a red or blue marketing card except in cases where the buyer is requested to make a report on form Cotton 420 (see section 539 of this summary) or where the cotton is purchased in the seed, in which latter event a report on form Cotton 426 (see section 537 of this summary) is required in addition to the report on form Cotton 413 or on form Cotton 415.

The instructions for executing form Cotton 413 and form Cotton 415 are printed on the covers of the books containing the forms. The buyer should study these instructions carefully.

If cotton is marketed by telephone, telegraph, or mail, or by any means or method other than directly to and in the presence of the buyer, the producer to whom a red or a blue marketing card was issued will identify the cotton by delivering to the buyer

the original and the triplicate copy of form Cotton 413 or form Cotton 415 which has been completely executed by the producer with the exception of item 11.

Form Cotton 413-a or form Cotton 415-a, when executed by the buyer, will constitute the receipt from the buyer to the producer for the penalty collected. If, however, the cotton is not marketed directly to and in the presence of the buyer, the buyer will not be in a position to execute form Cotton 413-a or form Cotton 415-a, which is retained by the producer, and a separate receipt must be furnished by the buyer to the producer for the penalty collected.

Forms Cotton 413-b and 415-b (the postal card copies) should be deposited in the mail by the buyer at the earliest opportunity, but in no event later than 15 days after the date on which the cotton was purchased. If a penalty was collected with respect to the transaction it must also be forwarded or delivered to the treasurer of the county committee within 15 days and the buyer should mail or deliver the forms Cotton 413-b or 415-b, together with the penalty, to the treasurer of the county committee (whose address appears on the address side of the postal card). No postage is required to be paid by the buyer with respect to the mailing of forms Cotton 413-b and 415-b, since they are business reply cards and the postage will be paid by the treasurer of the county committee.

There are 10 sets of forms Cotton 413 and 5 sets of forms Cotton 415 in each book, and the buyer should ascertain in each case that all of the sets are accounted for, either as executed or unexecuted. Forms Cotton 413-a and 415-a (the yellow copies) should be in the book for each executed set. The yellow copies, plus the unexecuted sets, should account for the total number of sets in the book. If any set of forms Cotton 413 or 415 is missing, the buyer should decline to purchase the cotton without a further investigation since the red or blue marketing card cannot properly identify the cotton unless all sets of forms Cotton 413 or 415 in the book can be accounted for.

The buyer must satisfy himself that the producer named in the red or blue marketing card and who countersigned it is the producer selling the cotton. A person other than the producer named in the red or blue marketing card may use it in identifying cotton with respect to which it was issued if, and only if, the person has been designated in Part II of the red or blue marketing card by the producer as his agent. If the person selling the cotton is not the producer named in the red or blue marketing card, or his agent, the buyer should decline to purchase the cotton, since to do so without further investigation would make the buyer a party to the improper use of the marketing card.

Red Marketing Cards. The sum of the entries in item 3 of all forms Cotton 413-a in the book accompanying the red marketing card represents the total number of pounds of cotton marketed by the producer in connection with the red marketing card. If there is any unused portion of the marketing quota, the balance will appear in item 4 of the form Cotton 413-a last executed. This balance should be verified by subtracting the sum of the entries in item 3 of all executed forms Cotton 413-a from the marketing quota shown on the red marketing card. In the event that the farm or producer marketing quota has been increased and the amount of such increase appears in section (b) of Part I of form Cotton 412 (red marketing card) the balance of the marketing quota will be the amount by which the original and additional marketing quota shown on the red marketing card exceeds the sum of the entries in item 3 of all forms Cotton 413-a.

Blue Marketing Cards. Cotton identified by a blue marketing card is marketed subject to penalty. The penalty is 2 cents per pound for the cotton marketed in connection with the blue marketing card up to and including the amount shown on the blue marketing card.

The cotton marketed in connection with it in excess of that amount is subject to the penalty of 3 cents per pound.

The sum of the entries in item 3 of forms Cotton 415-a in the book accompanying the blue marketing card represents the total number of pounds of cotton previously marketed by the producer in connection with the blue marketing card. The entry in item 4 of the last form Cotton 415-a which has been executed should be verified by subtracting the sum of the entries in item 3 of all executed forms Cotton 415-a from the amount shown on the blue marketing card.

Sec. 534. Long staple cotton. If long staple cotton is identified to the buyer by a white marketing card at the time it is purchased, the buyer is not required to make any report of the transaction to the county committee unless specifically requested to do so by the county committee, as explained in section 539 of this summary. However, he must keep a record, as explained in section 538 of this summary, of each bale, or lot of cotton if less than a bale, purchased.

If the cotton is identified to the buyer by a certificate on form Cotton 321 executed by a federally licensed cotton classifier, the cotton is not subject to penalty and the producer is not required to identify the cotton with a marketing card. The buyer shall make a report in connection with the transaction by executing the form Cotton 321 in triplicate, the original of

which is to be retained by the buyer, a copy to be delivered to the producer, and the business reply postal card to be mailed or delivered to the treasurer of the county committee for the county in which the cotton was produced.

If a producer possessing a red marketing card desires to market cotton stapling 1-1/2 inches or more in length and a form Cotton 321 executed by a federally licensed cotton classifier has not been obtained and presented to the buyer, the buyer should advise the producer to obtain such a certificate from a federally licensed cotton classifier in order that the cotton may be properly marketed. Unless a certificate on form Cotton 321 is obtained and presented to the buyer, the buyer is required to execute form Cotton 413 in the manner set forth in section 533 of this summary and collect a penalty at the rate of 3 cents per pound on the amount of cotton marketed in excess of the marketing quota as shown by the forms Cotton 413.

Sec. 535. Cotton produced by experimental stations. The buyer of cotton which is identified when marketed by a marketing certificate issued to a publicly owned agricultural experiment station with respect to cotton grown solely for experimental purposes is not required to make a report in connection with the transaction, unless specifically requested to do so by the county committee, but must keep a record of the purchase on his regular records or on form Cotton 420.

Sec. 536. Procedure to be followed where cotton is not identified by a marketing card. Where the producer fails or refuses or is not in a position to identify the cotton to be sold with a marketing card or certificate, the cotton is deemed to be marketed subject to the penalty of 3 cents per pound. The buyer should collect the penalty of 3 cents per pound on the entire amount of the cotton. Since the producer will not have a form Cotton 413, the buyer must make a written and signed report showing the following information: (1) The name of the producer from whom the cotton was purchased; (2) the date on which the cotton was purchased; (3) the gin bale number or if there is no gin bale number, the gin bale mark, or other information showing the origin or source of the cotton; (4) the net weight of each bale, or lot of cotton if less than a bale; and (5) the amount of the penalty collected in connection with the cotton purchased. This report should be delivered to the treasurer of the county committee for the county in which the cotton was produced at the time the penalty is remitted. In no case should the buyer accept the statement of the producer or of any other person that the producer has a marketing card of a particular description or that the cotton is marketed not subject to penalty.

Sec. 537. Procedure to be followed where seed cotton is acquired by sale, barter, or exchange. Form Cotton 426 is the report required of the buyer or transferee in each case where he acquires seed cotton from a producer. This is true whether the buyer or transferee is also the ginner of the cotton or whether he is some other person. The report is also required even though a report on form Cotton 413 is submitted where the cotton is identified by a red marketing card or a report on form Cotton 415 is submitted where the cotton is identified by a blue marketing card. The execution of this form is fully explained in instructions printed on the reverse side of form Cotton 426.

Form Cotton 426 must be executed for all cotton acquired in the seed whether the producer thereof was issued a white or red or blue marketing card or no marketing card. This includes "toll cotton", that is, cotton received in lieu of cash or other charges for ginning, and all cotton which is acquired from the producer prior to the time it is ginned.

The individual proportionate interest of each producer in the seed cotton acquired must be separately shown on form Cotton 426. Where the cotton is marketed by a share tenant or sharecropper, the interest of the share tenant or sharecropper and of the landlord or operator, or both, in the cotton must be set forth. This is likewise true in case the cotton is marketed by the landlord or operator.

The distribution of forms Cotton 426 in case the cotton is acquired from the producer by a buyer other than the ginner is as follows: (1) The original and first carbon copy (the yellow copy) are to be delivered by the buyer or transferee to the ginner who is to gin the cotton; and (2) the second carbon copy (the salmon copy) is to be retained by the buyer or transferee. If the cotton was identified by a red or a blue marketing card, the buyer or transferee also would make his report on form Cotton 413 or form Cotton 415 in the regular manner to the treasurer of the county committee and collect and remit the penalty, if any, as in other cases.

The distribution of forms Cotton 426 in case the cotton is acquired from the producer by the ginner is as follows: (1) The ginner would retain both carbon copies, and (2) the original will be delivered to the treasurer of the county committee as hereinafter explained. In case the cotton is identified by a red or a blue marketing card, the ginner also shall execute form Cotton 413 or 415, as buyer or transferee, in the regular manner. It should be noted that a separate form Cotton 413 or 415 is required in connection with each amount of "toll cotton" received from a producer to whom was issued a red or a blue marketing card.

The ginner is required to forward the original of form Cotton 426 to the treasurer of the county committee at the time he makes his Regular Report on form Cotton 416. This is true whether the ginner acquired the cotton from the producer or whether it was ginned for a buyer or transferee who had acquired the cotton from the producer. All forms Cotton 426 received during the period from the first through the fifteenth of the month by the ginner for cotton ginned for buyers or transferees or prepared by him for cotton he acquires in the seed should be submitted to the treasurer of the county committee at the time the Regular Report on forms Cotton 416 for that period are submitted. This is also applicable to forms Cotton 426 received or prepared during the period from the sixteenth through the last day of the month. Forms Cotton 426 should be submitted to the treasurer of the county committee in that manner whether the cotton has been ginned at that time or not.

Sec. 538. Buyer's record of cotton purchased. The regulations require that each buyer shall keep, as a part of or in addition to the records maintained by him in the conduct of his business, a record of each bale, or lot of cotton if less than a bale, which is purchased by him from the producer thereof. As a general rule, the records ordinarily kept by the buyer will contain all of the information required, with the possible exception of the serial number of the marketing card. It is intended and preferred that a buyer make no change in his regular record keeping system other than may be necessary to record some information which he previously did not enter on his accounts, ledgers, or other records. If any buyer believes that it would be better to keep a separate record of the required information, copies of form Cotton 420 may be obtained without cost for this purpose from the county committee. The records of the buyer must contain the following information: (1) The name and address of the producer from whom the cotton was purchased; (2) the date on which the cotton was purchased; (3) the gin bale number, or, if there is no gin bale number, the gin bale mark or other information showing the origin or source of the cotton and, in the case of cotton purchased in the seed, the number of pounds of seed cotton; (4) the number of pounds of lint cotton in each bale, or lot of cotton if less than a bale, purchased from the producer; (5) the amount of any penalty collected or remitted in connection with the cotton purchased from the producer; and (6) the serial number of the marketing card or certificate by which the cotton was identified when marketed. This record of the transactions made during the buying season, whether made on the form furnished by the county committee for that purpose or on the books regularly maintained by the buyer, must be kept available for examination and inspection by the Secretary of Agriculture, or by any authorized representative of the Secretary of Agriculture, for a period of not less than two calendar years beyond the calendar year in which the marketing year ends. This

record must be kept available in order that the correctness of any report made or record kept pursuant to the regulations may be ascertained, or in order that the information required to be furnished in any report, but not so furnished, may be obtained.

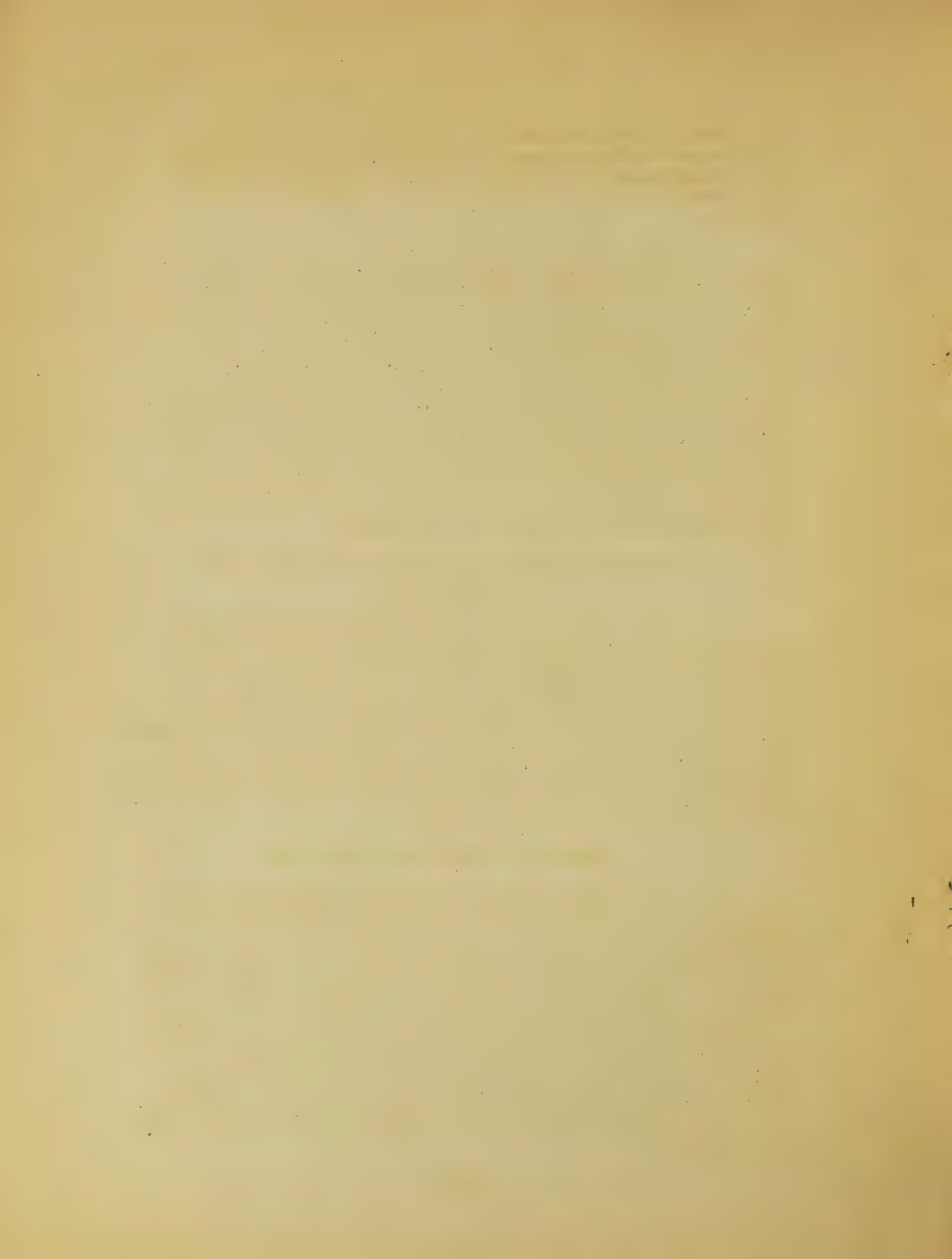
Sec. 539. Buyer's special report. The buyer's special report is form Cotton 420. This report is to be made only after the State committee or county committee has requested the buyer to do so. When the buyer is requested to make the special report on form Cotton 420, the report must cover all cotton previously purchased by the buyer during the marketing year. Form Cotton 420 will be requested if the State committee or the county committee has reason to believe that a buyer failed or refused to collect or remit the penalty required to be collected by him on any cotton which he purchased, or otherwise in any manner failed or refused to comply with the regulations. The information required to be shown in this report with respect to each bale, or lot of cotton if less than a bale, is the same as that outlined in section 538 of this summary.

C. RECORDS TO BE KEPT AND REPORTS TO BE SUBMITTED BY TRANSFERREES

Sec. 540. Duties and responsibilities of transferees. Each transferee who acquires cotton from the producer thereof must keep the same records and make the same reports which are required to be kept and made by buyers, with the exception of the buyer's special report (see section 539 of this summary), in every case in which the penalty is collected by the transferee, or in which any cotton in the seed is acquired, and in every other case the transferee must execute the applicable certificates which are necessary to enable the producer to keep the records and make the reports required of him.

D. RECORDS OF WAREHOUSEMEN AND OTHERS

Sec. 541. Availability of records of warehousemen and others. The regulations require each warehouseman, processor, compressor, common carrier, or other person, as defined in section 373(a) of the act, who buys, stores, compresses, transports as a common carrier, or otherwise deals with cotton from, for, or on behalf of the producer of the cotton to make his records with respect to such cotton available to the Secretary of Agriculture or to his authorized representatives upon request. The records concerning the cotton are to be made available in order that the correctness of any record kept or report made pursuant to the regulations may be ascertained, or in order that the information required to be furnished, but not furnished, may be obtained.



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UNITED STATES DEPARTMENT OF AGRICULTURE
AGRICULTURAL ADJUSTMENT ADMINISTRATION

INSTRUCTIONS PERTAINING TO COTTON MARKETING QUOTAS
FOR 1940

PART V. SUMMARY OF GINNERS' AND BUYERS'
RECORDS AND REPORTS

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PREFACE

It is the purpose of this summary to present an outline of the main provisions of the Regulations Pertaining to Cotton Marketing Quotas for the 1940-1941 Marketing Year (designated Cotton 407) as they relate to ginner and buyers and to illustrate the manner of executing the forms prescribed therein. It is not possible within the limits of this summary to deal with every situation coming within the purview of the regulations or to discuss the execution of all forms provided for therein, and ginner and buyers should use this summary as a guide rather than as a substitute for the regulations. The regulations are issued by virtue of the authority vested in the Secretary of Agriculture by Title III of the Agricultural Adjustment Act of 1938 (Public Law No. 430, 75th Cong., approved February 16, 1938, 52 Stat. 31, 7 U. S. C. 1301 *et. seq.*), as amended. Copies of the regulations and required forms will be furnished free to persons needing them upon request made to the office of the county agricultural conservation committee.

A. RECORDS TO BE KEPT AND REPORTS TO BE SUBMITTED BY GINNERS

SECTION 501. Applicability of the regulations.—The records and reports of ginner are required in connection with all cotton produced in the calendar year 1940, whether it is ginned prior to or subsequent to August 1, 1940. The records and reports also relate to cotton produced in 1939, or any prior year, which is ginned during the current season. A ginner is a person who gin cotton or is engaged in the business of ginning cotton, whether for himself or for others. The term "ginner", as used in the regulations, does not have a technical meaning and includes all persons who gin cotton as the term is ordinarily understood. A person who is a ginner may also be a cotton buyer or a cotton producer, or both. However, the records and reports required of him in his capacity as a ginner are separate from those required of him in his capacity as either a buyer or a producer and cannot be substituted for each other.

SEC. 502. Form of the ginner's report.—Each ginner must make a record and report on all cotton which he gins for the producer of the cotton and on all cotton which is marketed in the seed by the producer and ginned by the ginner or received by him for any purpose. The portion of the ginner's report relating to cotton ginned by or for the producer of the cotton may be made in one of two ways; namely: **First**, on form Cotton 416, supplies of which will be furnished free to the ginner by the county committee for the county in which the gin is situated; or **Second**, on copies of gin bale receipts or tickets which are printed by the ginner for use in his business and which show the same information for each bale or lot of cotton as that required to be shown on form Cotton 416. Any ginner who desires to use the second method should submit a sample of the gin bale receipt or ticket to the county committee in order that it may be forwarded to the State committee for approval by the Agricultural Adjustment Administration. **Gin bale receipts or tickets which are not so approved cannot be accepted as a ginner's report in lieu of form Cotton 416.** Where the use of the second method is approved, the county committee will furnish free to the ginner supplies of forms Cotton 416-A to be used as a receipt and transmittal form for the bale receipts or tickets constituting a report. (The reference in this summary to the gin bale receipt or ticket as the ginner's report is intended to include only those gins for which the use of that method was approved.) The portion of the ginner's report relating to cotton marketed in the seed must be made on form Cotton 426 and cotton which is ginned for the buyer or transferee (including the ginner) of seed cotton marketed by the producer must be made on form Cotton 416.

SEC. 503. Time and place of submitting ginner's reports.—The ginner's report must be made for each period beginning with the first day of each month through the fifteenth, and from the sixteenth day of each month through the last day of each month. All cotton ginned during the period and all seed cotton marketed by the producer and received by the ginner during the period is to be included in the report. Each report is to be submitted to the treasurer of the county committee for the county in which the gin is situated. The report is required to be submitted **not later than 5 days** next succeeding the last day of the period covered by the report.

SEC. 504. Penalty for ginner failing to make a report or making a false report.—The act makes the failure to submit a ginner's report, or the submission of a false report, a misdemeanor punishable upon conviction by a fine of not more than \$500 for each offense. However, this is expressly declared to be in addition to, and not exclusive of, any of the remedies or penalties under existing law.

SEC. 505. General provisions relating to the preparation of the ginner's report.—The responsibility for correctly preparing and submitting the reports rests upon the ginner. The ginner should nevertheless feel free to call upon the office of the county committee for information relating to the execution of any part of the report or the manner in which any particular facts are to be reported. The county office will in turn bring to the ginner's attention any details in which the report is incomplete or in error. Each gin report must be subdivided into five parts or divisions according to the kinds of cotton ginned during the semimonthly period. The parts or divisions when

taken together constitute one semimonthly report although they are referred to as separate reports for convenience in identifying them. Each part or division must be kept separate from the other parts or divisions. The five parts or divisions of the ginner's report are as follows:

1. **Regular Report.**—In the Regular Report division include all cotton from the 1940 crop ginned by or for the producer of the cotton. Do not include in the Regular Report any long staple cotton which is ginned by roller gin machinery.

2. **Report of Seed Cotton Marketed.**—This division of the report must be made on form Cotton 426 and covers the amount of seed cotton marketed by the producer by sale, barter, or exchange. Form Cotton 426 must be executed by the buyer or transferee of the seed cotton (including the ginner if he acquires seed cotton from its producer). Before accepting any cotton for ginning from a person other than its producer, a ginner should require such person to file with the ginner a properly executed form Cotton 426. The forms Cotton 426 must accompany the Regular Report for the semimonthly period during which the ginner received the seed cotton, whether or not the seed cotton was ginned during that period or a later period. The execution and use of form Cotton 426 will be discussed under the part of this summary dealing with the reports of buyers.

3. **Seed Cotton Supplemental Report.**—In the Seed Cotton Supplemental Report include all cotton from the 1940 crop which is ginned by or for the buyer or transferee of seed cotton (including the ginner who is a buyer or transferee of such cotton). This report division must be made on separate forms Cotton 416 and cannot be made in any case on copies of the gin bale receipts or tickets. This division of the report must be submitted with the Regular Report for the period during which such seed cotton was ginned.

4. **Long Staple Report.**—If the gin is equipped with machinery designed solely for the purpose of ginning long staple cotton (roller gin), include in the Long Staple Report division any long staple cotton from the 1940 crop which is ginned by the roller gin machinery. This division of the report must be submitted with the Regular Report for the period during which the long staple cotton was ginned.

5. **Report of Cotton Produced in a Prior Year.**—This report division covers cotton produced in 1939 or any prior year which is ginned during the 1940–1941 ginning season. This division of the report must be designated by the calendar year in which the cotton was produced, preceded by the words "Produced in." This division of the report must be submitted with the Regular Report for the semimonthly period during which such cotton was ginned.

Sec. 506. The farm serial number.—In each case the ginner must obtain from the producer the serial number assigned by the Agricultural Adjustment Administration for the purpose of identifying the farm on which the cotton was produced. If the cotton was produced on more than one farm, the serial number of each farm must be obtained. The farm serial number may be taken from the producer's marketing card. (See Figures 6, 8, and 9.) However, if the marketing card is used as the source of information and the producer has more than one farm, care should be exercised to determine on which of the farms the cotton was produced and whether the marketing card was issued for that farm. The farm serial number must be entered in column A of form Cotton 416, or on the gin bale receipt or ticket, in each case where cotton is ginned by the producer and was not sold in the seed. If cotton was sold in the seed, the farm serial number will be shown on form Cotton 426. If the producer does not know the farm serial number at the time of ginning, the ginner should obtain the location or description of the farm and enter this information on form Cotton 416, or the gin bale receipt or ticket, in order to facilitate getting the farm serial number later. However, the failure of the ginner to obtain the farm serial number will not be excused unless the farm is identified in some other manner or the failure to obtain it is justified

by an explanation accompanying the report of facts showing that he was unable to obtain it after a reasonable effort.

SEC. 507. Date of ginning.—The date on which each bale, or lot of cotton if less than a bale, was ginned must be shown in column B of form Cotton 416, or on the gin bale receipt or ticket.

SEC. 508. Name of farm operator.—In each case the ginner must obtain the name of the operator, as shown by the records of the Agricultural Adjustment Administration, of the farm on which the cotton was produced. If the cotton was produced on more than one farm, the name of the operator of each farm must be obtained. The name of the farm operator may be taken from the producer's marketing card. (See Figures 6, 8, and 9.) Where the information is taken from the marketing card the ginner should first determine that the marketing card relates to the farm on which the cotton was produced and then enter in column C of form Cotton 416, or on the gin bale receipt or ticket, the name of the farm operator exactly as it appears on the marketing card. If cotton is not ginned in the name of the producer but is sold in the seed, the name of the farm operator will appear on form Cotton 426 and need not be shown on form Cotton 416.

SEC. 509. Name of producer, if other than the operator.—In each case the ginner must obtain from the person who brings the cotton to the gin the name of the producer or producers, other than the operator or landlord, who are entitled to a share in the cotton and enter their names in column D of form Cotton 416, or in a space for that purpose on the gin bale receipt or ticket. If there is only one producer on the farm or if the cotton was grown by the operator and no producer other than the landlord is entitled to a share in the cotton, the word "Same" should be entered in column D of form Cotton 416. If the cotton was sold in the seed and not ginned in the name of the producer, the names of the producers other than the operator will appear on form Cotton 426.

SEC. 510. County and State in which farm is located.—The ginner must enter in column E of form Cotton 416 the name of the county and of the State in which the farm on which the cotton was produced is located, or the names thereof must appear on the gin bale receipt or ticket. If cotton is sold in the seed and not ginned in the name of the producer, the name of the county and State will appear on form Cotton 426.

SEC. 511. Gin bale number or mark.—The bale number or mark of each bale of cotton must be shown in column F of form Cotton 416. Bale numbers should be listed on form Cotton 416 in numerical order. If gin bale receipts or tickets are used to report ginnings to the county committee and the bale number is different from the serial number of the receipt or ticket, the gin bale number or mark must be shown on the receipt or ticket.

SEC. 512. Serial number of gin ticket or receipt issued to the producer.—The serial number of the gin ticket or receipt issued to the producer or prepared for the bale or lot of cotton must be entered in column G of form Cotton 416. If the serial number of the gin ticket or receipt and the bale number are the same, the word "Same" should be entered in column G.

SEC. 513. Weight of the cotton.—In each case the gross weight of the bale, including bagging and ties, must be entered in column H of

form Cotton 416, or it must appear on the gin bale receipt or ticket. If the cotton ginned is not baled, the net weight of the lint cotton must be shown. If the cotton was produced on more than one farm or if more than one producer other than the landlord and operator have an interest in the cotton, the amount of cotton for each farm and the amount of cotton for each producer must be shown separately.

SEC. 514. Round bales.—In the case of round bales, the ginner shall enter in column I of form Cotton 416 the figure "3" for each round bale, or indicate on the gin bale receipt or ticket that it is a round bale.

SEC. 515. Bagging made of cotton.—In cases where the bagging is made of cotton, the ginner shall enter in column I of form Cotton 416 the figure "14" for each square bale wrapped with bagging manufactured from cotton, or indicate the fact on the gin bale receipt or ticket.

SEC. 516. Sugar bagging.—In cases where "sugar" bagging is used, the ginner shall enter in column I of form Cotton 416 the figure "19" for each square bale, or indicate on the gin bale receipt or ticket that "sugar" bagging was used.

SEC. 517. Execution of form Cotton 416 where cotton was produced on a single farm.—Where cotton was produced on a single farm and only one producer other than the operator and landlord has a share in the cotton, the information required for each bale of cotton, as indicated above, shall be entered on a separate line of form Cotton 416. Where cotton was produced on a single farm but **more than one producer** other than the operator or landlord have a share in the cotton, the share of each producer other than the landlord or operator shall be entered on separate, consecutive lines of form Cotton 416. The execution of form Cotton 416 in this respect is illustrated in Figure 1.

SEC. 518. Execution of form Cotton 416 where cotton was produced by one or more producers on two or more farms.—Where cotton was produced on two or more farms by a single producer, the information required for each farm and the amount of cotton in the bale attributable to each farm shall be shown on form Cotton 416 on separate, consecutive lines. Where cotton was produced on **two or more farms by two or more producers**, the information required to be shown for each farm and for each producer, as indicated above, shall be entered on separate, consecutive lines of form Cotton 416. An illustration of this will be found in Figure 2.

Cotton 416 U. S. DEPARTMENT OF AGRICULTURE AGRICULTURAL ADMINISTRATION MAY 1940									
1940-41 MARKETING YEAR GINNER'S RECORD AND REPORT									
Report period from <u>Sept. 1</u> 1940, through <u>Sept. 15</u> 1940									
Sheet No. <u>1</u> of <u>9</u> sheets									
Regular (Report Designation)									
73-007									
PART I									
Farm Serial No.	Date of ginning	Name of operator of farm on which cotton was produced	Name of producer if other than operator	County and state in which farm is located	Gin bale No. or mark	Serial No. of gin ticket or receipt issued producer	Gross weight of bale (in pounds, including tag and ties)	Bag- ging and ties	For use in country office
A	B	C	D	E	F	G	H	I	J
1	9/2	John Doe	Bill Jones	Bryan, Okla.	143	Same	536		
2		or							
3	9/2	Robert Smith	William White	Bryan, Okla.	(144)	Same	(275)	14	
4	9/5		Bill Jones	"	(144)	"	(275)		
5			or						
6	9/3	John Doe	Same	Bryan, Okla.	198	Same	512		
7									
8									
9									
10									

FIGURE 1.—Execution of form Cotton 416 where the cotton was produced on a single farm

U. S. DEPARTMENT OF AGRICULTURE AGRICULTURAL ADJUSTMENT ADMINISTRATION March 1940		1940-41 MARKETING YEAR GINNER'S RECORD AND REPORT		Report period from <u>Sept. 16</u> , 1940, through <u>Sept. 30</u> , 1940.		Sheet No. <u>1</u> of <u>4</u> sheets			
Cotton 416		Regular		Report Designation					
Farm Serial No.	Date of ginning	Name of operator of farm on which cotton was produced	Name of producer if other than operator	County and state in which farm is located	Gin bale No. or mark	Serial No. of gin ticket or receipt issued producer	Gross weight of bale including bagging and ties	Bagging times	For use in country office
A	B	C	D	E	F	G	H	I	J
1 879	9/25	John Doe	Same	Bryan, Okla.	(320)	Same	(300)		
2 880	"	"	"	"	(320)	"	(216)		
3			or						
4 926	9/25	John Doe	Same	Bryan, Okla.	(321)	Same	(250)		
5 1184	"	"	William White	"	(321)	"	(316)		
6			or						
7 106	9/26	John Doe	William White	Bryan, Okla.	(322)	Same	(200)		
8 107	"	Robert Smith	Harry Doakes	"	(322)	"	(125)		
9 113	"	"	Same	"	(322)	"	(150)		
10									

FIGURE 2.—Execution of form Cotton 416 where the cotton was produced on two or more farms

Cotton 416
U. S. DEPARTMENT OF AGRICULTURE
AGRICULTURAL ADMINISTRATION

1940-41 MARKETING YEAR
GINNER'S RECORD AND REPORT

Regular
 (Report Designation)

Report period from **Sept. 1**, 1940, through **Sept. 15**, 1940

Sheet No. **9** of **9**

PART I

Form Serial No.	Date of ginning	Name of operator of firm on which cotton was produced	Name of producer if other than operator	County and state in which farm is located	Gin hole No. or mark	Serial No. of gin ticket or receipt from producer	Gross weight of bale (including and excluding ties)	Tagging and marking ties	For use in country office
A	B	C	D	E	F	G	H	I	J
1									
2									
34									
35									

PART II. GINNER'S CERTIFICATION

I (we) hereby certify that the sheets in this report constitute a true and complete report of all cotton ginned by this gin during the above period and further certify that the following number of sheets of form Cotton 426 constitute a true and complete report of all seed cotton received by this gin during the said period.

Number of sheets of form Cotton 426: **33**

Name of gin: **Farmers' Gin Company**

Location of gin: **Albany, Okla.**
Richard Roe
 (Signatures of owner of gin or his agent)
Durant, Okla.
 (Date of ginning)

PART III. FOR USE IN COUNTY OFFICE

	K		L		N
1. Total ginned					
2. Extracts prepared					
3. Produced in this country					
	Total	Per bale	Custom	Round	Country
	O	P	Q	R	S
4. Bales ginned					
5. Bales on extracts					
6. Bales produced in this country					
7. Gin number	Gin report number				
8. Balance Period					

* If done, enter the word "None."

Reported from **Sept. 16**, 1940

Sept. 15, 1940

U. S. GOVERNMENT PRINTING OFFICE: 1939

248477°—40——2

sheet of this division of his report the number of sheets of forms Cotton 426 which are attached. The sheet number and total number of sheets of forms Cotton 416 in each report division must be entered on each sheet of the report. The date of the semimonthly period must be entered on each sheet of the report. The title of the report division referred to in section 505 must be entered on each sheet of the particular report division above the words "Report Designation".

SEC. 520. Number of copies of form Cotton 416.—Forms Cotton 416 are printed with inserted carbons and will be executed in **duplicate**. The original is to be transmitted to the treasurer of the county committee. The copy is to be retained by the ginner.

SEC. 521. Preparation of forms Cotton 416-A in connection with gin bale receipts or tickets.—Form Cotton 416-A is to be used as a transmittal form and receipt for gin bale receipts or tickets which are approved for use in lieu of form Cotton 416 in making the ginner's report. The gin bale receipts or tickets constituting the report for a semimonthly period must be submitted to the treasurer of the county committee not later than 5 days next succeeding the last day of the period and must be accompanied by form Cotton 416-A executed as follows:

(a) Enter in the space provided in the heading of the form the number of gin bale receipts or tickets being transmitted.

(b) Enter in the spaces provided the name of the treasurer of the county committee, the name of the county, and the date.

(c) Enter in Part I in the spaces provided (1) the name of the gin, as it is regularly and usually referred to in business matters, (2) the location of the gin, (3) the dates of the report period for which the gin bale receipts or tickets are being submitted, (4) the serial numbers of the first and last gin bale receipts or tickets which are being submitted, and (5) the number of sheets of forms Cotton 426 which are attached and made a part of the report.

(d) The gin owner or his agent shall certify that the information being transmitted is true and complete by signing his name in the space provided and entering the name of the city and State where the certification is made.

(e) If a receipt for the gin bale receipts or tickets is desired, both the original and the duplicate of form Cotton 416-A shall be forwarded to the treasurer of the county committee. If a receipt is not wanted, only the original will be forwarded.

For an illustration of the execution of form Cotton 416-A by the ginner, see Figure 4.

Cotton 416-A UNITED STATES DEPARTMENT OF AGRICULTURE Agricultural Adjustment Administration May 1940										NOTICE	
No. of tickets: <u>357</u>										Execute in duplicate. Send original to the treasurer of the county committee and retain the copy. If a receipt is desired, transmit the original and the copy to the treasurer of the county committee.	
1940-41 MARKETING YEAR											
Gin Bale Receipt or Ticket Letter of Transmittal and Certificate											
To: <u>John Smith</u> Treasurer, County Committee, <u>Tulare</u> County						Date: <u>Sept. 30</u> , 19 <u>40</u>					
PART I.											
1. Name of gin: <u>Tulare Gin Co.</u>						2. Location of gin: <u>Visalia, Calif.</u>					
3. Period from: <u>Sept. 16</u> , 19 <u>40</u> , through: <u>Sept. 30</u> , 19 <u>40</u> .											
4. Gin bale receipts or tickets serially numbered: <u>429</u> to <u>785</u> inclusive,											
except the following omitted serial numbers: <u>none</u>											
5. Number of sheets of forms Cotton 426: <u>none</u>						(If none, enter the word "None.")					
<p>I (we) HEREBY CERTIFY THAT:</p> <p>(a) THE copies of the gin bale receipts or tickets enumerated in item 4 above and transmitted herewith constitute a true and complete report of all cotton ginned by this gin during the period specified in item 3 above, excluding cotton marketed in the seed by the producer thereof, to this gin or any other buyer or transferee and ginned by this gin by or for the buyer or transferee of such seed cotton, which is reported separately on forms Cotton 416 designated as the Seed Cotton Supplemental Report for said period;</p> <p>(b) THE number of sheets of forms Cotton 426 enumerated in item 5 above and transmitted herewith constitute a true and complete report of all seed cotton received by this gin during said period which was marketed in the seed by the producers thereof; and</p> <p>(c) THE designation "Long Staple Report" appears on each gin bale receipt or ticket for long staple cotton ginned by machinery designed specifically for ginning long staple cotton and, on each gin bale receipt or ticket for cotton produced in 1939 or previous years and ginned during the said period, the designation "Produced in" followed by the crop year appears:</p>											
<u>Visalia, Calif.</u> (Place of ginning)						<u>Robert Brown</u> (Signature of owner of gin or his agent)					
PART II. Receipt of the above-described report is hereby acknowledged											
194__ (Date) _____ (Signature of treasurer of county committee)											
PART III. For use in county office											
REGULAR REPORT LONG STAPLE REPORT PRIOR YEARS REPORT											
Forms Cotton 426	Gross Weight	Tare Weight	Net Weight	Gross Weight	Tare Weight	Net Weight	Gross Weight	Tare Weight	Net Weight		
A	B	C	D	E	F	G	H	I	J		
1. Total											
2. Extracts											
3. This county											
SALES ON REGULAR REPORT SALES ON LONG STAPLE REPORT SALES ON PRIOR YEARS REPORT											
Total No.	BASING		Round	Total No.	BASING		Round	Total No.	BASING		Round
	Jute	Cotton			Jute	Cotton			Jute	Cotton	
K	L	M	N	O	P	Q	R	S	T	U	V
1. Total											
2. Extracts											
3. This county											
4. Gin No.				Report No.				Balance Period			
* If only long staple cotton is ginned by the gin, the designation "Long Staple Report" may be entered above the title of this form instead of on each gin bale receipt or ticket.											
RECEIVED DATE - AMERICAN SILES BROS. CO., INC., VISALIA, CALIF., U.S.A.											

FIGURE 4.—Execution of form Cotton 416-A

SEC. 522. **Handling reports on forms Cotton 426.**—Any person who buys seed cotton, or who receives seed cotton by barter or exchange, from the producer of the cotton, shall execute the "Report of Seed Cotton Marketed", form Cotton 426, as provided in section 537 of this summary. The report on form Cotton 426 in each case shall be transmitted to the treasurer of the county committee by the ginner who gins the seed cotton or who receives it for any other purpose. Any person other than the producer of the seed cotton who delivers it to the ginner for ginning or for any other purpose must file with the ginner the original and copy of a properly executed form Cotton 426 covering

the seed cotton. When the ginner acquires seed cotton from the producer by sale, barter, or exchange, the ginner must execute form Cotton 426 covering the seed cotton as the buyer or transferee. When the ginner takes a certain amount of the cotton ginned by or for the producer in payment of the ginning charges (commonly called "toll cotton"), the ginner is the buyer of such seed cotton and must include each amount of it in his report on form Cotton 426. The ginner shall include all forms Cotton 426 received during a semimonthly period, or prepared by him for seed cotton which he acquired from the producer, in his ginner's report for that period, whether or not the cotton was actually ginned during the period. The original of each form Cotton 426 shall be submitted to the treasurer of the county committee not later than 5 days following the last day of the period.

SEC. 523. Preparation of the Seed Cotton Supplemental Report division of form Cotton 416.—Any cotton ginned for a person other than the producer of the cotton shall be reported separately on form Cotton 416 by the ginner in the division of the ginner's report known as the Seed Cotton Supplemental Report. The Seed Cotton Supplemental Report will include all cotton which is ginned from the seed cotton required to be reported on forms Cotton 426. The execution of the Seed Cotton Supplemental Report on form Cotton 416 is illustrated in Figure 5. It is to be particularly noted that no entries appear on form Cotton 416 in such cases in columns A, D, and E, and further, that the name of the person who acquired the cotton from the producer is recorded instead of the name of the producer of the cotton and the farm on which it was produced. The name of the producer and identity of the farm on which the cotton was produced will be shown on form Cotton 426.

Cotton 416
U. S. DEPARTMENT OF AGRICULTURE
AGRICULTURAL ADJUSTMENT ADMINISTRATION
MAY 1940

1940-41 MARKETING YEAR
GINNER'S RECORD AND REPORT

Seed Cotton Supplemental Report
(Report Designation)

Report period from Sept. 16, 1940, through Sept. 30, 1940. Sheet No. 1 of 3 sheets.

73-007

PART I									
Farm Serial No.	Date of ginning	Name of operator of farm on which cotton was produced	Name of producer if other than operator	County and state in which farm is located	Gin bale number	Serial No. of receipt issued producer	Gross weight of bale (in- cluding bag- ging and ties)	Bag- ging and ties	For use in county office
A	B	G	D	E	F	G	H	I	J
1									
2			[Where the seed cotton was purchased by someone other than the ginner, report the cotton ginned as follows:]						
3			9/24 Smith Cotton Co				742	Same	536
4									
5			[Where the seed cotton was purchased by the ginner, report the cotton ginned as follows:]						
6			9/25 Planters Gin Co				768	Same	504
7									
8									
9									

FIGURE 5.—Execution of form Cotton 416 where the cotton was marketed in the seed by the producer and ginned in the name of the buyer or transferee

SEC. 524. Postage expense for mailing the ginner's report.—If the ginner desires to be reimbursed for the expense he incurs in mailing his reports to the treasurer of the county committee, the ginner should arrange with the treasurer of the county committee at the beginning of the ginning season the time and manner in which the ginner is to be reimbursed for the postage expense.

B. RECORDS TO BE KEPT AND REPORTS TO BE SUBMITTED BY BUYERS


SEC. 525. Applicability of the regulations.—The records and reports of buyers are required in connection with all cotton marketed which was produced in the calendar year 1940, whether it is purchased prior to or subsequent to August 1, 1940, and to all cotton from a previous crop marketed during the marketing year. A buyer is a person who purchases cotton from a producer. The term "buyer" is non-technical in its application in the regulations and is used to describe any person, with the exception of a transferee, who acquires title to cotton from a producer. A transferee is a person who receives cotton from a producer by barter or exchange, that is to say, where there is a transfer of title to cotton from a producer to another in return for cotton or other commodities, services, or property, in cases where the value of the cotton or such other commodities, services, or property is not considered in terms of money, or the transfer of title to cotton by a producer to another in payment of a fixed rental or other charge for land. The meaning of the term as used is seen, without an extensive citation of examples, by the following illustrations: A person who pays cash for cotton is a buyer and a merchant who trades merchandise of the value of \$40 for a bale of cotton is a buyer. The regulations are applicable only to the **first** buyer who acquires title to cotton from the producer. The regulations do not apply to transactions in which a person acquires title to cotton from the first or any subsequent buyer or transferee. The records and reports required of a buyer are separate from and cannot be substituted for those required of him in his capacity as a ginner or as a producer.

SEC. 526. Duties and responsibilities of a buyer.—The act imposes upon the buyer the duty and responsibility of collecting the penalty incurred by a producer in marketing cotton in excess of the farm marketing quota. It is the duty of the buyer to require the producer to identify by a marketing card or certificate the cotton marketed by him in a manner which will permit the buyer to determine whether a penalty is or is not incurred by the producer with respect to the transaction. The buyer is also required to keep records and make reports which are necessary to determine the amounts of cotton marketed by the various producers and the amounts of the penalties incurred.

SEC. 527. Identifying cotton subject to and not subject to penalty and the amount of the penalty.—It must be determined by an examination of the producer's marketing card whether cotton is marketed subject to or not subject to the penalty. The types of marketing cards with which cotton will be identified are as follows:

1. **White Marketing Card** (see figures 6 and 7).—When this card (form Cotton 411) is used to identify cotton produced on the farm in connection with which it was issued, no penalty is required to be collected by the buyer since the cotton is either marketed not subject to penalty or is cotton with respect to which the penalty, if any, will be paid later by the producer.

Cotton 411
U. S. DEPARTMENT OF AGRICULTURE
AGRICULTURAL ADJUSTMENT ADMINISTRATION
May 1940

 **No. 1**

Farm Serial No.
(Names of county and State and code number)

.....
(Description of farm)

1940-41 MARKETING YEAR—WHITE COTTON MARKETING CARD

This is to certify that the cotton produced in 1940 on the farm designated by the above farm serial number and the cotton from any previous crop which the producers on such farm have on hand may be marketed by the operator or producer whose countersignature appears below without payment of the penalty provided in Section 408 of the Agricultural Adjustment Act of 1938.

....., 194.....
(Signature of county committee man) (Date)

.....
(Agent name and full mail address of farm operator)

.....
(Print name and full mail address of producer to whom issued)

....., 194.....
(Signature of producer to whom issued) (Date)

16-15208

FIGURE 6.—White Marketing Card

II

This part to be used only in case the operator or producer to whom this marketing card is issued desires to authorize another person to act as his agent in the use of this marketing card in marketing for him cotton from the farm identified by the aforesaid serial number.

.....
(Name and full mail address of agent)

....., 194.....
(Date) (Signature of agent)

This is to certify that the person whose name, address, and signature appear above is entitled to use this marketing card for the purpose specified above.

....., 194.....
(Date) (Signature of producer)

U. S. GOVERNMENT PRINTING OFFICE 16-15206

FIGURE 7.—Power-of-Attorney contained on reverse side of White Marketing Card

2. **Red Marketing Card** (see figure 8).—When this card is used to identify cotton, the cotton is not subject to penalty if the amount marketed in the particular transaction, plus the amount previously marketed, is not in excess of the number of pounds shown on the red marketing card (form Cotton 412). If the cotton identified by the red marketing card in the particular transaction, plus the amount previously marketed, is in excess of the number of pounds shown on the marketing card, that part of the cotton in excess of the marketing quota shown on the red marketing card is marketed subject to the penalty of 3 cents per pound.

No. R-20168

1940-41 MARKETING YEAR
RED COTTON MARKETING CARD

Farm Serial No. 637
(Names of county and State and code number)

Two miles south of Caswell, Ala., T.
(Description of farm)

Two Thousand
(Names of county and State and code number)

Ala., - Baldwin
(Names of county and State and code number)

64-002
(Names of county and State and code number)

(a) This is to certify that _____ (Signature of county committee man)
_____ (Print name and full mail address of farm operator)
John Doe, R. 3, Caswell, Alabama
_____ (Print name and full mail address of producer to whom issued)
Richard Roe, R. 3, Caswell, Alabama
_____ (Signature of producer to whom issued)
Richard Roe
(b) This is to certify that, in addition to the amount shown above, One Hundred and Sixty (Date)
of lint cotton may also be marketed without payment of the penalty provided in Section 348 of the Agricultural Adjustment Act of 1938. (160) pounds
W. B. Williams (October, 1940)
(Signature of county committee man) (Date)

This part is to be used only in case the operator or producer to whom this marketing card is issued desires to authorize another person to act as his agent in the use of this marketing card in marketing for him cotton from the farm identified by the aforesaid serial number.

_____ (Name and full mail address of agent)
_____ (Date)
194
This is to certify that the person whose name, address, and signature appear above is entitled to use this marketing card for the purpose specified above.
_____ (Signature of agent)
_____ (Signature of producer)
194

FIGURE 8.—Red Marketing Card

Cotton 414
U. S. DEPARTMENT OF AGRICULTURE
Agricultural Adjustment Administration
May 1944.

1940-41 MARKETING YEAR
BLUE COTTON MARKETING CARD

No. B 1177

Farm Serial No. 2386 Okla. - Caddo 73-008
(Names of State and county and code number)

ONE MILE WEST OF COGAR, ON TERRY ROAD
(Description of farm)

This is to certify that Eight Hundred and Sixty (860) pounds
of carry-over penalty cotton may be marketed in connection with the above farm serial number by the producer whose countersignature
appears below, subject to the penalty of two cents (2¢) per pound provided in Section 348 of the Agricultural Adjustment Act of 1938.

Thomas Johnson
(Signature of county committee)

John Wilson Rt 4 Cogar Okla.
(Print name and full mail address of operator)

Ezra Jones Rt 4 Cogar Okla.
(Print name and full mail address of producer to whom issued)

Ezra Jones
(Signature of producer to whom issued)

September 2 1940
(Date)

September 2 1940
(Date)

This part is to be used only in case the producer to whom this marketing card is issued desires to authorize another person to act as his agent in the use of this marketing card in marketing for him the carry-over penalty cotton at the penalty of two cents (2¢) per pound from the farm identified by the forensaid serial number.

_____, 1940 _____
(Date) (Name and full mail address of agent)

_____, 1940 _____
(Date) (Signature of agent)

_____, 1940 _____
(Date) (Signature of producer)

This is to certify that the person whose name, address and signature appear above is entitled to use this marketing card for the purpose specified above.

FIGURE 9.—Blue Marketing Card

3. Blue Marketing Card (see figure 9).—Where this card is used to identify cotton, the cotton so identified is marketed subject to the penalty of **2 cents per pound** with the exception that any part of the cotton identified by the blue marketing card which is in excess of the amount shown on the blue marketing card (form Cotton 414) is marketed subject to the penalty of **3 cents per pound**.

SEC. 528. Collection of the penalty.—The penalty is due at the time cotton is marketed and is to be collected at that time by the buyer. The penalty may be collected by the buyer by receiving the amount from the producer or by deducting from the purchase price of the cotton the amount of the penalty. Cotton is marketed by sale when either title to or actual or constructive possession of the cotton is delivered by or on behalf of the producer or any part of the purchase price is paid.

SEC. 529. Time of remitting penalties.—The penalty incurred by the producer must be remitted by the buyer to the treasurer of the county committee for the county in which the cotton was produced **not later than 15 calendar days** next succeeding the day on which the cotton was marketed. However, the penalty may be remitted sooner. The address of the treasurer of the county committee will

COTTON 419 U. S. DEPARTMENT OF AGRICULTURE AGRICULTURAL ADJUSTMENT ADMINISTRATION May 1939		N ^o 51			
Marketing Year					
RECEIPT FOR PENALTY REMITTED OR MONEY DEPOSITED TO SECURE PAYMENT OF PENALTY					
Received of of (Name of producer) (Full mail address)					
the sum of dollars {as security for payment of the penalty} with respect to the marketing of cotton in the following amounts and in connection with the following-described farm(s): [in payment of the penalty]					
FARM SERIAL NO. (1)	SERIAL NO. OF CERTIFICATE (2)	NAME OF PRODUCER (3)	NUMBER OF POUNDS		AMOUNT (6)
			2 Cents (4)	3 Cents (5)	
.....	\$.....
.....
.....
TOTAL.....					\$.....
(Continued on back)					
<small>1 Strike out inapplicable wording. 2 If more space is needed than that provided on the front and reverse sides hereof, enter in the schedule the words "See attached list" and attach a list to each copy of Cotton 419 showing the information required by the schedule.</small>					
Unless the word "cash" is inserted below in the column headed "Drawer," said sum is tendered in the form of the following-described checks, drafts, or money orders each of which is received subject to collection and payment at par.					
DATE (A)	DRAWER (B)	DRAWEE (C)	AMOUNT (D)		
.....	\$.....		
.....		
.....		
TOTAL.....					\$.....
10-5398 (Date), 194..... (Signature of treasurer of county committee)					

FIGURE 10.—Form Cotton 419

be shown on the postal card copy of form Cotton 413 or form Cotton 415 (see section 533 of this summary).

SEC. 530. Form of remittance.—The penalty shall be remitted **only** in legal tender or by check, draft, or money order. The check, draft, or money order must be drawn payable to the **Treasurer of the United States** but is to be delivered to the treasurer of the county committee. A remittance in cash or by check, draft, or money order may cover the penalty incurred in a single transaction or it may cover the penalties incurred in several transactions in which the buyer has purchased cotton. The treasurer of the county committee will issue a receipt on form Cotton 419 (see Figure 10) to the buyer for the penalties remitted.

SEC. 531. Penalty for buyer failing to keep a record and make a report or keeping a false record or making a false report.—The act makes the buyer's failure to keep records or submit reports as hereinafter described, or the keeping of a false record or the submission of a false report, a misdemeanor punishable upon conviction by a fine of not more than \$500 for each offense. However, this is expressly declared to be in addition to, and not exclusive of, any remedies or penalties under existing law.

SEC. 532. Procedure to be followed by buyers where cotton is identified by a white marketing card.—Where cotton is marketed directly to and in the presence of the buyer, the buyer is not required to make any report to the treasurer of the county committee in connection with cotton identified by a white marketing card except in cases where the buyer is requested to make a report on form Cotton 420 (see section 539 of this summary) or where cotton is purchased in the seed, in which latter event a report on form Cotton 426 is required (see section 537 of this summary). The buyer must satisfy himself that the person who is selling the cotton is the producer named on the white marketing card and who countersigned it or is his agent who has been designated as such in Part II of the white marketing card. (See Figure 7.) If the person selling the cotton is not the producer named in the white marketing card, or his agent, the buyer should decline to purchase the cotton without a further investigation, since to do so would make the buyer a party to the improper use of the marketing card. If, however, he does purchase it, a penalty of **3 cents** per pound on the entire amount should be collected and the transaction should be reported to the treasurer of the county committee. If a producer was issued a white marketing card and markets his cotton by telephone, telegraph, or mail, or by any means or method other than directly to and in the presence of the buyer, the producer will identify the cotton by delivering to the buyer a certificate properly executed on form Cotton 411-A, as evidence of the fact that the producer was issued a white marketing card. The producer will retain the second copy of form Cotton 411-A and forward the original and the triplicate copy (form Cotton 411-A-b)

<p>Cotton 411-A-b U. S. DEPARTMENT OF AGRICULTURE Agricultural Adjustment Administration May 1940</p>	<p style="text-align: right;">No. 34156</p> <p style="text-align: center;"><u>16100</u> (Marketing card serial number)</p> <p style="text-align: center;">Farm Serial No. <u>892</u></p> <p style="text-align: center;"><u>Miss. Bolivar-59-006</u> (Names of State and county and code number)</p> <p style="text-align: center;">MARKETING YEAR <u>1940-41</u></p>
<p>CERTIFICATE</p> <p><u>Hen</u> (N)</p> <p>For use only telegraph, or left in the presence of</p> <p>Issued on _____ by the County _____</p>	<p>Cotton 411-A U. S. DEPARTMENT OF AGRICULTURE Agricultural Adjustment Administration May 1940</p> <p style="text-align: right;">No. 34156</p> <p style="text-align: center;"><u>16100</u> (Marketing card serial number)</p> <p style="text-align: center;">Farm Serial No. <u>892</u></p> <p style="text-align: center;"><u>Miss. Bolivar-65-006</u> (Names of State and county and code number)</p> <p style="text-align: center;">MARKETING YEAR <u>1940-41</u></p>
<p>The unders weight, of lint c <u>30th</u> da to <u>Carl</u> of <u>Tupelo</u></p> <p>(ii) such cotton year shown above to be marketed i has issued to th year, identified l as evidence that the penalty, if a Act of 1938 at t</p> <p><u>Sept. 30</u> (Date)</p> <p>This is to be signed received Part II hereof fr</p> <p><u>Oct. 2</u> (Date)</p>	<p>CERTIFICATE</p> <p><u>Hen</u> (N)</p> <p>For use only telegraph, or left in the presence of</p> <p>Issued on _____ by the County A</p> <p style="text-align: center;">MARKETING YEAR <u>1940-41</u></p> <p style="text-align: center;">CERTIFICATE THAT WHITE MARKETING CARD WAS ISSUED</p> <p style="text-align: center;"><u>Henry Smith, Rt. 1 Pace, Miss</u> (Name and full mail address of producer to whom issued)</p> <p style="text-align: center;">PART I</p> <p>For use only by said producer in the marketing of cotton by telephone, telegraph, or letter, or by any means or method other than directly to and in the presence of a buyer or transferee.</p> <p>Issued on <u>September 27</u>, 19<u>40</u> by the County Agricultural Conservation Committee:</p> <p style="text-align: center;"><u>John Jones</u> (Signature of county committeeman)</p> <p style="text-align: center;">PART II</p> <p>The undersigned certifies that (i) <u>100</u> pounds, net weight, of lint cotton was marketed (sold, bartered, or exchanged) on the <u>30th</u> day of <u>September</u>, 19<u>40</u>.</p> <p>to <u>Carl Harris</u> (Name of buyer or transferee)</p> <p>of <u>Tupelo, Miss.</u> (Full mail address)</p> <p>(ii) such cotton was produced in the calendar year in which the marketing year shown above begins, on the farm identified by the farm serial number shown herein or is cotton carried over from a previous crop, and designated to be marketed in connection with said farm, and (iii) the county committee has issued to the undersigned a white marketing card for said marketing year, identified by the serial number shown herein with respect to said farm, as evidence that all of said cotton may be marketed without payment of the penalty, if any, provided in Section 348 of the Agricultural Adjustment Act of 1938 at the time of marketing said cotton</p> <p style="text-align: center;"><u>Henry Smith</u> (Signature of producer)</p> <p style="text-align: center;"><u>Pace, Miss.</u> (Place of signature)</p> <p style="text-align: center;">PART III</p> <p>This is to certify that on the date recited above, in Part II, the under- signed received by sale, barter, or exchange the amount of cotton shown in Part II hereof from the producer whose name and address appear therein.</p> <p style="text-align: center;"><u>Carl Harris</u> (Signature of buyer or transferee)</p> <p style="text-align: center;"><u>Oct. 2</u>, 19<u>40</u> <u>Tupelo, Miss.</u> (Date) (Place of signature)</p>

FIGURE 11.—Form Cotton 411-A

to the buyer. The original of form Cotton 411-A will be retained by the buyer. The buyer must execute Part III and forward the triplicate copy to the treasurer of the county committee. The triplicate copy is prepared in the form of a business reply card and can be mailed by the buyer to the treasurer of the county committee, whose address appears thereon, without payment of postage. The execution of form Cotton 411-A is illustrated in Figure 11 and the instructions, which are printed on the cover of the book containing forms Cotton 411-A, are set forth in Figure 12.

SEC. 533. Procedure to be followed by a buyer where cotton is identified by a red or blue marketing card.—Each red marketing card is printed as a part of a book of ten sets of forms Cotton 413 and each blue marketing card is printed as a part of a book of five sets of forms Cotton 415. Whenever cotton is identified by a red or blue marketing card the buyer and the producer are required to make a record of the transaction and the buyer is required to submit a report of the transaction to the treasurer of the county committee.

The record and report is required to be made on form Cotton 413 or on form Cotton 415, which will be executed in triplicate. The report on form Cotton 413 or on form Cotton 415 is the only report required of the buyer where the cotton is identified by a red or blue marketing card except in cases where the buyer is requested to make a report on form Cotton 420 (see section 539 of this summary) or where the cotton is purchased in the seed, in which latter event a report on form Cotton 426 (see section 537 of this summary) is required in addition to the report on form Cotton 413 or on form Cotton 415.

The instructions for executing form Cotton 413 and form Cotton 415 are printed on the covers of the books containing the forms. The text of the instructions for form Cotton 413 is set forth in Figure 13, and the execution of the form is illustrated in Figures 14 and 15. The text of the instructions for form Cotton 415 is set forth in Figure 16, and the execution of the form is illustrated in Figures 17 and 18. The buyer should study these instructions carefully.

If cotton is marketed by telephone, telegraph, or mail, or by any means or method other than directly to and in the presence of the buyer, the producer to whom a red or a blue marketing card was issued will identify the cotton by delivering to the buyer the original and the triplicate copy of form Cotton 413 or form Cotton 415 which has been completely executed by the producer with the exception of item 11.

Form Cotton 413-a or form Cotton 415-a, when executed by the buyer, will constitute the receipt from the buyer to the producer for the penalty collected. If, however, the cotton is not marketed directly to and in the presence of the buyer, the buyer will not be

Cotton 411-A
U. S. DEPARTMENT OF AGRICULTURE
Agricultural Adjustment Administration
May 1940.

INSTRUCTIONS PERTAINING TO FORM COTTON 411-A

(For further instructions, see Regulations of the Secretary of Agriculture pertaining to Cotton Marketing Quotas for the marketing year shown on forms Cotton 411-A)

1. Distribute copies as follows:

- (a) Original (form Cotton 411-A)—To the buyer or transferee to whom the cotton is marketed.
- (b) Duplicate (form Cotton 411-A-a)—Retain in the book.
- (c) Triplicate (form Cotton 411-A-b, postal card)—(i) The producer shall forward form Cotton 411-A-b to the buyer or transferee with form Cotton 411-A. (ii) The buyer or transferee shall forward form Cotton 411-A-b to the treasurer of the county agricultural conservation committee by depositing it in the United States mails not later than fifteen calendar days next succeeding the day on which the cotton was marketed.

2. The county committee shall enter on each form Cotton 411-A the following:

- (a) The State and county code and farm serial number.
- (b) The serial number of the white marketing card issued to the producer.
- (c) The name and address of the producer to whom form Cotton 411-A is issued.
- (d) On the reverse side of form Cotton 411-A-b the address of the treasurer of the county agricultural conservation committee.
- (e) The designation of the marketing year.

FIGURE 12.—Instructions pertaining to form Cotton 411-A (concluded on next page)

3. The producer shall execute Part II as follows:

- (a) Enter the net weight of lint cotton marketed in the particular transaction. Net weight of lint cotton is determined as follows: Deduct from the gross weight of the bale for bagging and ties:
 - (1) 22 pounds if jute bagging was used,
 - (2) 14 pounds if cotton bagging was used,
 - (3) 19 pounds if sugar bagging was used,
 - (4) 3 pounds in the case of a round bale, or
 - (5) In case cotton is sold in the seed, estimate the amount of lint in seed cotton.
- (b) Enter the date on which the cotton was marketed.
- (c) Enter the name and full mail address of the buyer or transferee.
- (d) Certify to the correctness of the information by signing his name and entering the date of his signature and the place of execution.

4. The buyer or transferee shall execute Part III as follows:

- (a) Examine the information in Parts I and II to determine whether the certificate was executed properly by the county committee and the producer and correctly states the facts in regard to the cotton marketed by the producer.
- (b) Certify to the correctness of the information by signing his name and entering the date of his signature and the place of execution.

in a position to execute form Cotton 413-a or form Cotton 415-a, which is retained by the producer, and a separate receipt must be furnished by the buyer to the producer for the penalty collected.

Forms Cotton 413-b and 415-b (the postal card copies) should be deposited in the mail by the buyer at the earliest opportunity, but in no event later than 15 days after the date on which the cotton was purchased. If a penalty was collected with respect to the transaction it must also be forwarded or delivered to the treasurer of the county committee within 15 days and the buyer should mail or deliver the forms Cotton 413-b or 415-b, together with the penalty, to the treasurer of the county committee (whose address appears on the address side of the postal card). No postage is required to be paid by the buyer with respect to the mailing of forms Cotton 413-b and 415-b, since they are business reply cards and the postage will be paid by the treasurer of the county committee (see Figure 19).

There are 10 sets of forms Cotton 413 and 5 sets of forms Cotton 415 in each book, and the buyer should ascertain in each case that all of the sets are accounted for, either as executed or unexecuted. Forms Cotton 413-a and 415-a (the yellow copies) should be in the book for each executed set. The yellow copies, plus the unexecuted sets, should account for the total number of sets in the book. If any set of forms Cotton 413 or 415 is missing, the buyer should decline to purchase the cotton without a further investigation since the red or blue marketing card cannot properly identify the cotton unless all sets of forms Cotton 413 or 415 in the book can be accounted for.

The buyer must satisfy himself that the producer named on the red or blue marketing card and who countersigned it is the producer selling the cotton. A person other than the producer named on the red or blue marketing card may use it in identifying cotton with respect to which it was issued if, and only if, the person has been designated in Part II of the red or blue marketing card by the producer as his agent. If the person selling the cotton is not the producer named in the red or blue marketing card, or his agent, the buyer should decline to purchase the cotton, since to do so without a further investigation would make the buyer a party to the improper use of the marketing card.

Red Marketing Cards. The sum of the entries in item 3 of all forms Cotton 413-a in the book accompanying the red marketing card represents the total number of pounds of cotton marketed by the producer in connection with the red marketing card. If there is any unused portion of the marketing quota, the balance will appear in item 4 of the form Cotton 413-a last executed. This balance should be verified by subtracting the sum of the entries in item 3 of all executed forms Cotton 413-a from the marketing quota shown on the red marketing card. In the event that the farm or producer marketing quota has been increased and the amount of such increase appears in section (b) of Part I of form Cotton 412 (red marketing card) the balance of the marketing quota will be the amount by which the original and additional marketing quota shown on the red marketing card exceeds the sum of the entries in item 3 of all forms Cotton 413-a.

Blue Marketing Cards. Cotton identified by a blue marketing card is marketed subject to penalty. The penalty is **2 cents** per pound for the cotton marketed in connection with the blue marketing card up to and including the amount shown on the blue marketing card.

The cotton marketed in connection with it in excess of that amount is subject to the penalty of **3 cents** per pound.

The sum of the entries in item 3 of forms Cotton 415-a in the book accompanying the blue marketing card represents the total number of pounds of cotton previously marketed by the producer in connection with the blue marketing card. The entry in item 4 of the last form Cotton 415-a which has been executed should be verified by subtracting the sum of the entries in item 3 of all executed forms Cotton 415-a from the amount shown on the blue marketing card.

SEC. 534. Long staple cotton.—If long staple cotton is identified to the buyer by a white marketing card at the time it is purchased, the buyer is not required to make any report of the transaction to the county committee unless specifically requested to do so by the county committee, as explained in section 539 of this summary. However, he must keep a record, as explained in section 538 of this summary, of each bale, or lot of cotton if less than a bale, purchased.

If the cotton is identified to the buyer by a certificate on form Cotton 321 executed by a federally licensed cotton classifier, the cotton is not subject to penalty and the producer is not required to identify the cotton with a marketing card. The buyer shall make a report in connection with the transaction by executing the form Cotton 321 in triplicate, the original of which is to be retained by the buyer, a copy to be delivered to the producer, and the business reply postal card to be mailed or delivered to the treasurer of the county committee for the county in which the cotton was produced. For an illustration of the execution of form Cotton 321, see Figure 20.

Cotton 413
U. S. DEPARTMENT OF AGRICULTURE
Agricultural Adjustment Administration
May 1940.

Farm Serial No. 637

INSTRUCTIONS PERTAINING TO FORM COTTON 413

(For further instructions, see Cotton 407, "Regulations Pertaining to Cotton Marketing Quotas For the 1940-1941 Marketing Year.")

I. General Instructions

1. Distribute copies as follows:

- (a) Original (Cotton 413)—To the buyer or transferee.
- (b) Duplicate (Cotton 413a)—Retain in the book.
- (c) Triplicate (Postal card—Cotton 413b)—(1) Marketing by sale—The buyer shall mail or deliver Cotton 413b to the treasurer of the county committee. (2) Marketing by barter or exchange—The producer shall mail or deliver Cotton 413b to the treasurer of the county committee, if the penalty was not collected or deducted by the transferee. If the transferee collects or deducts the penalty, he shall mail or deliver Cotton 413b to such treasurer.

2. The county office shall enter:

- (a) The State and county code and farm serial number on each Cotton 413.
- (b) The name and address of the producer in item 1 of each Cotton 413.
- (c) The amount of the farm marketing quota or producer marketing quota in item 2 of the first Cotton 413.
- (d) On the reverse side of each Cotton 413b the address of the treasurer of the county committee.

II. Marketing by Telephone, Telegraph, or Letter or by Other Similar Means or Method

Form Cotton 413 shall be executed in triplicate as outlined in Part III hereof, except that: (1) Marketing by sale: The producer shall execute items 1 through 10 and send Cotton 413 and Cotton 413b to the buyer, who shall then execute item 11 and mail or deliver Cotton 413b to the treasurer of the county committee. (2) Marketing by barter or exchange: The producer shall execute items 1 through 10 and (i) send Cotton 413 to the transferee, if the penalty is not to be collected or deducted by him, and mail or deliver Cotton 413b to such treasurer, or (ii) send Cotton 413 and Cotton 413b to the transferee, if the penalty is to be collected or deducted by the transferee, who shall execute item 11 and mail or deliver Cotton 413b to such treasurer.

Note to Producer: Do not include on Cotton 413 cotton produced in 1940 on any farm other than the one for which it was issued.

Important Notice: Cotton 413b shall be mailed or delivered to the treasurer of the county committee not later than 15 calendar days next succeeding the day on which the cotton was marketed.

III. Marketing Directly to and in Presence of Buyer or Transferee

1. The producer and buyer or transferee shall enter—
 - (a) **In item 2** the amount, if any, of the unused portion of the marketing quota from item 4 of the preceding copy of Cotton 413a. (Verify by subtracting the sum of all previous entries in item 3 from the marketing quota shown on Cotton 412.) Make no entry if there is no unused portion of the marketing quota.
 - (b) **In item 3** the net weight of lint cotton marketed in the particular transaction, obtained by deducting from the gross weight of each square bale:
 - (1) 22 pounds if jute bagging,
 - (2) 14 pounds if cotton bagging, or
 - (3) 19 pounds if sugar bagging; and
 from the gross weight of each round bale, 3 pounds.
 If cotton is sold in the seed, enter the estimated or known amount of lint cotton.
 - (c) **In item 4** the amount by which the entry in item 2 exceeds the entry in item 3. If the entry in item 3 is equal to or in excess of the entry in item 2, make no entry in item 4.
 - (d) **In item 5** the amount by which the entry in item 3 exceeds the entry in item 2. If the entry in item 3 is equal to or less than the entry in item 2, make no entry in item 5.
 - (e) **In item 6** the result obtained by multiplying 3 cents by the amount, if any, in item 5. Make no entry in item 6 if no entry is required in item 5.
 - (f) **In item 7** the gin bale number or mark of each bale of cotton marketed in the particular transaction, or where cotton was sold in the seed, the number of pounds of seed cotton followed by the words "pounds of seed cotton."
 - (g) **In item 8** the date the cotton is marketed.
 - (h) **In item 9** the name of each producer having an interest in the cotton marketed and the amount of his share expressed in pounds of net lint cotton. If only one producer has an interest, his name and the amount of cotton marketed shall be entered. If more than three producers share therein, enter in item 9 the words "See attached sheet" and attach a list to Cotton 413b showing the information required in item 9.
2. The buyer or transferee shall enter his name and address in item 10. The producer shall execute item 10 and enter therein the date of his signature and the place of execution.
3. The buyer or transferee shall execute item 11 and state in the blank space the fact that the penalty "was" or "was not" collected or deducted and enter the date of his signature and the place of execution.

FIGURE 13.—Instructions pertaining to form Cotton 413 (continued from preceding page)

Cotton 413-a U. S. DEPARTMENT OF AGRICULTURE Agricultural Adjustment Administration May 1940.	No. CR- 201677
Farm Serial No. <u>637</u> <u>Ala. - Baldwin-64-002</u> (Names of State and county and code number)	
1940-41 MARKETING YEAR COTTON MARKETING RECORD AND PENALTY RECEIPT	
1. <u>Richard Roe, R. 3, Caswell, Ala.</u>	
2. Marketing from item 4	
3. Cotton marketed (do not)	
4. Balance of which item	
5. Amount of marketing quota exceeds item 2	
6. Amount of gin bale number seed cotton	
and	
8. Date cotton	
9. Each producer	
a. Name:	
b. Name:	
c. Name:	
d. Total (must equal item 3)	
10. The undersigned true and correct in 1940 on the previous crop or both, and	
Sept. 25, 1940 (Date)	
11. The undersigned purchase price that, to the through 10	
Sept. 25, 1940 (Date)	
If penalty was "was not".	

Cotton 413-a U. S. DEPARTMENT OF AGRICULTURE Agricultural Adjustment Administration May 1940.	No. CR-201677
Farm Serial No. <u>637</u> <u>Ala. - Baldwin-64-002</u> (Names of State and county and code number)	
1940-41 MARKETING YEAR COTTON MARKETING RECORD AND PENALTY RECEIPT	
1. <u>Richard Roe, R. 3, Caswell, Ala.</u>	
2. Marketing from item 4	
3. Cotton marketed (do not)	
4. Balance of which item	
5. Amount of marketing quota exceeds item 2	
6. Amount of gin bale number seed cotton	
and	
8. Date cotton	
9. Each producer	
a. Name:	
b. Name:	
c. Name:	
d. Total (must equal item 3)	
10. The undersigned true and correct in 1940 on the previous crop or both, and	
Sept. 25, 1940 (Date)	
11. The undersigned purchase price that, to the through 10	
Sept. 25, 1940 (Date)	
If penalty was "was not".	

Cotton 413 U. S. DEPARTMENT OF AGRICULTURE Agricultural Adjustment Administration May 1940.	No. CR-201677
Farm Serial No. <u>637</u> <u>Ala. - Baldwin-64-002</u> (Names of State and county and code number)	
1940-41 MARKETING YEAR COTTON MARKETING RECORD AND PENALTY RECEIPT	
1. <u>Richard Roe, R. 3, Caswell, Ala.</u>	
2. Marketing quota brought forward (enter from item 4 of preceding page)	<u>2000</u> pounds
3. Cotton marketed in this particular transaction (do not include any other transaction)	<u>1500</u> net lint pounds
4. Balance of marketing quota (amount by which item 2 exceeds item 3)	<u>500</u> pounds
5. Amount of cotton marketed in excess of marketing quota (amount by which item 3 exceeds item 2)	_____ pounds
6. Amount of penalty (3½ times item 5)	\$ _____
7. Gin bale number(s) or mark(s) or pounds of seed cotton	<u>846; 912; and 1012</u>
8. Date cotton in item 3 above was marketed	<u>Sept. 25, 1940</u>
9. Each producer's share in cotton in item 3 above:	
a. Name: <u>John Doe</u>	<u>750</u> pounds
b. Name: <u>Richard Roe</u>	<u>750</u> pounds
c. Name:	_____ pounds
d. Total (must equal item 3 above)	<u>1500</u> pounds
10. The undersigned certifies that the information in items 1 through 9 is true and complete, and that the cotton in items 3 and 9 was produced in 1940 on the farm identified by the above serial number, or is from a previous crop designated to be marketed in connection with said farm, or both, and was marketed (sold, bartered, or exchanged) to	
<u>John Black</u>	
(Name of buyer or transferee)	
<u>Prater, Alabama</u>	
(Full mail address of buyer or transferee)	
<u>Richard Roe</u>	
(Signature of producer to whom issued)	
<u>Sept. 25, 1940</u>	<u>Caswell, Ala.</u>
(Date)	(Place of signature)
11. The undersigned certifies that the amount of penalty in item 6 was not collected from the producer or deducted from the purchase price or exchange or barter value of the cotton in item 5, and that, to the best of his knowledge and belief, the information in items 1 through 10 is true and complete.	
<u>John Black</u>	
(Signature of buyer or transferee)	
<u>Sept. 25, 1940</u>	<u>Prater, Ala.</u>
(Date)	(Place of signature)
If penalty was collected or deducted, insert the word "was", if not, insert the words "was not".	

FIGURE 14.—Execution of form Cotton 413 where no penalty is incurred

<p>Cotton 413-b U. S. DEPARTMENT OF AGRICULTURE Agricultural Adjustment Administration May 1940.</p>		<p>No. CR- 201678</p>	
<p>Farm Serial No. <u>637</u></p>		<p><u>Ala. Baldwin-64-002</u></p> <p>(Names of State and county and code number)</p>	
<p>1940-41 MARKETING YEAR</p>			
<p>COTTON MARKETING RECORD AND PENALTY RECEIPT</p>			
<p>1. <u>Richard Roe, Caswell, Ala.</u></p> <p>(Name and address of producer to whom issued)</p>			
<p>2. Marketing from item 4</p>			
<p>3. Cotton marketing action (do not)</p>		<p>Cotton 413-a U. S. DEPARTMENT OF AGRICULTURE Agricultural Adjustment Administration May 1940.</p>	
<p>4. Balance of which item</p>		<p>No. CR-201678</p>	
<p>5. Amount of marketing quota exceeds item 2</p>		<p>Farm Serial No. <u>637</u></p>	
<p>6. Amount of</p>		<p><u>Ala. Baldwin-64-002</u></p> <p>(Names of State and county and code number)</p>	
<p>7. Gin bale number seed cotton.</p>		<p>1940-41 MARKETING YEAR</p>	
<p>8. Date cotton</p>		<p>COTTON MARKETING RECORD AND PENALTY RECEIPT</p>	
<p>9. Each produce</p>		<p>1. <u>Richard Roe, Caswell, Ala.</u></p> <p>(Name and address of producer to whom issued)</p>	
<p>a. Name:</p>		<p>Cotton 413 U. S. DEPARTMENT OF AGRICULTURE Agricultural Adjustment Administration May 1940.</p>	
<p>b. Name:</p>		<p>No. CR-201678</p>	
<p>c. Name:</p>		<p>Farm Serial No. <u>637</u></p>	
<p>d. Total (must equal item 3 above)</p>		<p><u>Ala. Baldwin-64-002</u></p> <p>(Names of State and county and code number)</p>	
<p>10. The undersigned certifies that the information in items 1 through 9 is true and complete, and that the cotton in items 3 and 9 was produced in 1940 on the farm identified by the above serial number, or is from a previous crop designated to be marketed in connection with said farm, or both, and was marketed (sold, bartered, or exchanged) to</p>		<p>1940-41 MARKETING YEAR</p>	
<p>11. The undersigned certifies that the amount of penalty in item 6 was collected from the producer or deducted from the purchase price or exchange or barter value of the cotton in item 5, and that, to the best of his knowledge and belief, the information in items 1 through 10 is true and complete.</p>		<p>COTTON MARKETING RECORD AND PENALTY RECEIPT</p>	
<p>1. <u>Richard Roe, Caswell, Ala.</u></p> <p>(Name and address of producer to whom issued)</p>		<p>2. Marketing quota brought forward (enter from item 4 of preceding page) <u>500</u> pounds</p>	
<p>3. Cotton marketed in this particular transaction (do not include any other transaction) <u>1000</u> net lint pounds</p>		<p>3. Cotton marketed in this particular transaction (do not include any other transaction) <u>1000</u> net lint pounds</p>	
<p>4. Balance of marketing quota (amount by which item 2 exceeds item 3) pounds</p>		<p>4. Balance of marketing quota (amount by which item 2 exceeds item 3) pounds</p>	
<p>5. Amount of cotton marketed in excess of marketing quota (amount by which item 3 exceeds item 2) <u>500</u> pounds</p>		<p>5. Amount of cotton marketed in excess of marketing quota (amount by which item 3 exceeds item 2) <u>500</u> pounds</p>	
<p>6. Amount of penalty (3/4 times item 5) <u>15.00</u></p>		<p>6. Amount of penalty (3/4 times item 5) <u>15.00</u></p>	
<p>7. Gin bale number(s) or mark(s) or pounds of seed cotton <u>1020 and 1021</u></p>		<p>7. Gin bale number(s) or mark(s) or pounds of seed cotton <u>1020 and 1021</u></p>	
<p>8. Date cotton in item 3 above was marketed <u>Sept. 30, 1940</u></p>		<p>8. Date cotton in item 3 above was marketed <u>Sept. 30, 1940</u></p>	
<p>9. Each producer's share in cotton in item 3 above:</p>		<p>9. Each producer's share in cotton in item 3 above:</p>	
<p>a. Name: <u>John Doe</u> <u>500</u> pounds</p>		<p>a. Name: <u>John Doe</u> <u>500</u> pounds</p>	
<p>b. Name: <u>Richard Roe</u> <u>500</u> pounds</p>		<p>b. Name: <u>Richard Roe</u> <u>500</u> pounds</p>	
<p>c. Name: _____ pounds</p>		<p>c. Name: _____ pounds</p>	
<p>d. Total (must equal item 3 above) <u>1000</u> pounds</p>		<p>d. Total (must equal item 3 above) <u>1000</u> pounds</p>	
<p>10. The undersigned certifies that the information in items 1 through 9 is true and complete, and that the cotton in items 3 and 9 was produced in 1940 on the farm identified by the above serial number, or is from a previous crop designated to be marketed in connection with said farm, or both, and was marketed (sold, bartered, or exchanged) to</p>		<p>10. The undersigned certifies that the information in items 1 through 9 is true and complete, and that the cotton in items 3 and 9 was produced in 1940 on the farm identified by the above serial number, or is from a previous crop designated to be marketed in connection with said farm, or both, and was marketed (sold, bartered, or exchanged) to</p>	
<p><u>Henry Smith</u></p> <p>(Name of buyer or transferee)</p>		<p><u>Henry Smith</u></p> <p>(Name of buyer or transferee)</p>	
<p>of <u>Lanham, Ala.</u></p> <p>(Full mail address of buyer or transferee)</p>		<p>of <u>Lanham, Ala.</u></p> <p>(Full mail address of buyer or transferee)</p>	
<p><u>Richard Roe</u></p> <p>(Signature of producer to whom issued)</p>		<p><u>Richard Roe</u></p> <p>(Signature of producer to whom issued)</p>	
<p><u>Sept. 30, 1940</u></p> <p>(Date)</p>		<p><u>Caswell, Ala.</u></p> <p>(Place of signature)</p>	
<p>11. The undersigned certifies that the amount of penalty in item 6 was collected from the producer or deducted from the purchase price or exchange or barter value of the cotton in item 5, and that, to the best of his knowledge and belief, the information in items 1 through 10 is true and complete.</p>		<p>11. The undersigned certifies that the amount of penalty in item 6 was collected from the producer or deducted from the purchase price or exchange or barter value of the cotton in item 5, and that, to the best of his knowledge and belief, the information in items 1 through 10 is true and complete.</p>	
<p><u>Henry Smith</u></p> <p>(Signature of buyer or transferee)</p>		<p><u>Henry Smith</u></p> <p>(Signature of buyer or transferee)</p>	
<p><u>Sept. 30, 1940</u></p> <p>(Date)</p>		<p><u>Lanham, Ala.</u></p> <p>(Place of signature)</p>	
<p>If penalty was collected or deducted, insert the word "was", if not, insert the words "was not".</p>		<p>If penalty was collected or deducted, insert the word "was", if not, insert the words "was not".</p>	

FIGURE 15.—Execution of form Cotton 413 where penalty is incurred

Farm Serial No. 2386

Cotton 415
U. S. DEPARTMENT OF AGRICULTURE
Agricultural Adjustment Administration
May 1940.

INSTRUCTIONS PERTAINING TO FORM COTTON 415

(For further instructions, see Cotton 407, "Regulations Pertaining to Cotton Marketing Quotas For the 1940-1941 Marketing Year.")

I. General Instructions

1. Distribute copies as follows:

- (a) Original (Cotton 415)—To the buyer or transferee.
- (b) Duplicate (Cotton 415a)—Retain in the book.
- (c) Triplicate (Postal card Cotton 415b)—(1) Marketing by sale—The buyer shall mail or deliver Cotton 415b to the treasurer of the county committee. (2) Marketing by barter or exchange—The producer shall mail or deliver the Cotton 415b to the treasurer of the county committee, as in the case of a buyer, if the penalty was not collected or deducted by the treasurer. If the transferee collects or deducts the penalty, he shall mail or deliver Cotton 415b to such treasurer.

2. The county office shall enter:

- (a) The State and county code and farm serial number on each Cotton 415.
- (b) The name and address of the producer in item 1 of each Cotton 415.
- (c) The amount of two-cent carry-over penalty cotton in item 2 of the first Cotton 415.
- (d) On the reverse side of each Cotton 415b the address of the treasurer of the county committee.

II. Marketing by Telephone, Telegraph, or Letter or by Other Similar Means or Method

Cotton 415 shall be executed in triplicate as outlined in Part III hereof, except that: (1) Marketing by sale: The producer shall execute items 1 through 10 and send Cotton 415 and Cotton 415b to the buyer, who shall then execute item 11 and mail or deliver Cotton 415b to the treasurer of the county committee. (2) Marketing by barter or exchange: The producer shall execute items 1 through 10 and (i) send Cotton 415 to the transferee, if the penalty is not to be collected or deducted by him, and mail or deliver Cotton 415b to such treasurer, or (ii) send Cotton 415 and Cotton 415b to the transferee, if the penalty is to be collected or deducted by the transferee, who shall execute item 11 and mail or deliver Cotton 415b to such treasurer.

Important Notice: Cotton 415b shall be delivered to the treasurer of the county committee not later than 15 calendar days next succeeding the date on which the cotton was marketed.

III. Marketing Directly to and in Presence of Buyer or Transferee

1. The producer and buyer or transferee shall enter:

- (a) **In item 2** the amount, if any, of the unmarketed two-cent carry-over penalty cotton from item 4 of the preceding copy of Cotton 415a. (Verify by subtracting the sum of all previous entries in item 3 from the two-cent carry-over penalty cotton on Cotton 414.) Make no entry if there is no unmarketed portion of two-cent carry-over penalty cotton.
- (b) **In item 3** the net weight of lint cotton marketed in the particular transaction, obtained by deducting from the gross weight of each square bale.
 - (1) 22 pounds, if **jute** bagging,
 - (2) 14 pounds, if **cotton** bagging, or
 - (3) 19 pounds, if **sugar** bagging, and
 from the gross weight of each **round** bale 3 pounds.
 If the cotton is sold in the seed, enter the known or estimated amount of lint cotton.
- (c) **In item 4** the amount by which the entry in item 2 exceeds the entry in item 3. If the entry in item 3 is equal to or in excess of the entry in item 2, make no entry in item 4.
- (d) **In item 5** the amount by which the entry in item 3 exceeds the entry in item 2. If the entry in item 3 is equal to or less than the entry in item 2, make no entry in item 5.
- (e) **In item 6a** the result obtained by multiplying 2 cents by the entry in item 2 **or** item 3, whichever is the smaller. If there is no entry in item 2, enter the word "None."
- (f) **In item 6b** the result obtained by multiplying 3 cents by the amount, if any, in item 5. If no entry is required in item 5 enter the word "None."
- (g) **In item 7** the gin bale number or mark of each bale of cotton marketed in the particular transaction, or, when cotton was sold in the seed, the number of pounds of seed cotton followed by the words, "pounds of seed cotton."
- (h) **In item 8** the date the cotton is marketed.
- (i) **In item 9** the name of each producer having an interest in the cotton marketed and the amount of his share expressed **in pounds of net lint cotton**. If only one producer has an interest, his name and the amount of cotton marketed shall be entered. If more than three producers share therein, enter in item 9 the words "See attached sheet" and attach a list to Cotton 415b showing the information required in item 9.

2. The buyer or transferee shall enter his name and address in item 10. The producer shall execute item 10 and enter therein the date of his signature and the place of execution.

3. The buyer or transferee shall execute item 11 and state in the blank space the fact that the penalty "was" or "was not" collected or deducted and enter the date of his signature and the place of execution. **The penalty shall be collected or deducted by the buyer unless the penalty has been paid in advance by the producer as evidenced by Cotton 419-A.**

FIGURE 16.—Instructions pertaining to form Cotton 415 (continued from preceding page)

Cotton 415-b U. S. DEPARTMENT OF AGRICULTURE Agricultural Adjustment Administration May, 1940		No. CB- 5889 Farm Serial No. <u>2386</u> <u>Okla - Caddo - 73-008</u> (Names of State and county and code number) 1940-41 MARKETING YEAR MARKETING RECORD AND PENALTY RECEIPT FOR CARRY-OVER PENALTY COTTON 1. <u>Ezra Jones Rt 4 Cogar, Okla</u>
2. Unmarketed cotton (enter) 3. Cotton marketed (do) 4. Balance of penalty cotton exceeds item 5. Cotton marketed in carry-over item 3 exceeds 6. Amount of a. 2½ times 2 and it b. 3½ times 7. Gin bale number seed cotton 8. Date cotton 9. Each producer a. Name b. Name c. Name d. Total (if true and sold, barter)	Cotton 415-a U. S. DEPARTMENT OF AGRICULTURE Agricultural Adjustment Administration May, 1940	No. CB- 5889 Farm Serial No. <u>2386</u> <u>Okla - Caddo - 73-008</u> (Names of State and county and code number) 1940-41 MARKETING YEAR MARKETING RECORD AND PENALTY RECEIPT FOR CARRY-OVER PENALTY COTTON 1. <u>Ezra Jones Rt 4 Cogar, Okla</u> (Name and address of producer to whom issued) 2. Unmarketed two-cent carry-over penalty cotton (enter from item 4 of preceding page) <u>960</u> pounds 3. Cotton marketed in this particular transaction (do not include any other transaction) <u>540</u> net lint pounds 4. Balance of unmarketed two-cent carry-over penalty cotton (amount by which item 2 exceeds item 3) <u>320</u> pounds 5. Cotton marketed in excess of two-cent carry-over penalty cotton (amount by which item 3 exceeds item 2) _____ pounds 6. Amount of penalty— a. 2½ times SMALLER of amounts in item 2 and item 3 <u>\$ 10.80</u> b. 3½ times amount in item 5 <u>\$</u> 7. Gin bale number(s) or mark(s) or pounds of seed cotton <u>1516</u> 8. Date cotton in item 3 above was marketed <u>Sept. 12, 1940</u> 9. Each producer's share in cotton in item 3 above: a. Name: <u>Ezra Jones</u> <u>540</u> pounds b. Name: _____ pounds c. Name: _____ pounds d. Total (must equal item 3 above) <u>540</u> pounds 10. The undersigned certifies that the information in items 1 through 9 is true and complete and that the cotton in items 1 and 9 was marketed (sold, bartered, or exchanged) to <u>Richard Roe</u> <u>Apache, Okla</u> <u>Ezra Jones</u> <u>Rt 4 Cogar,</u> <u>Okla</u> (Place of signature) 11. The undersigned certifies that the amount of the penalty in item 6 was <u>was</u> collected from the producer or deducted from the purchase price or exchange or barter value of the cotton in item 3, and that, to the best of his knowledge and belief, the information in items 1 through 10 is true and complete. <u>Richard Roe</u> <u>Apache, Okla</u> (Place of signature) 11. If penalty was collected or deducted, insert the word "was". If not, insert the words "was not".
10. The undersigned is true and (sold, barter) of _____ <u>Sept. 12</u> (Date) 11. The undersigned purchase price that, to through 10 <u>Sept. 12</u> (Date) 11. If penalty was "was not".	<u>Sept. 12</u> (Date) 11. The undersigned purchase price that, to through 10 <u>Sept. 12</u> (Date) 11. If penalty was "was not".	<u>Sept. 12, 1940</u> (Date) 11. The undersigned certifies that the amount of the penalty in item 6 was <u>was</u> collected from the producer or deducted from the purchase price or exchange or barter value of the cotton in item 3, and that, to the best of his knowledge and belief, the information in items 1 through 10 is true and complete. <u>Richard Roe</u> <u>Apache, Okla</u> (Place of signature) 11. If penalty was collected or deducted, insert the word "was". If not, insert the words "was not".

FIGURE 17.—Execution of form Cotton 415 where penalty of only two cents per pound was incurred

Cotton 415-b U. S. DEPARTMENT OF AGRICULTURE Agricultural Adjustment Administration May, 1940	No. CB- 5890
Farm Serial No. <u>2386</u> <u>Oke- Caddo- 73-008</u> (Name of State and county and code number)	
1940-41 MARKETING YEAR MARKETING RECORD AND PENALTY RECEIPT FOR CARRY-OVER PENALTY COTTON	
1. <u>Ezra</u>	<u>Charles Rt. 4 Cogar, Okla.</u>
2. Unmarketed cotton (enter)	Cotton 415-b U. S. DEPARTMENT OF AGRICULTURE Agricultural Adjustment Administration May, 1940
3. Cotton marketed (do not)	No. CB- 5890
4. Balance of unmarketed cotton exceeds item	Farm Serial No. <u>2386</u>
5. Cotton marketed carry-over item 3 exceeds	<u>Oke- Caddo- 73-008</u> (Name of State and county and code number)
6. Amount of	1940-41 MARKETING YEAR MARKETING RECORD AND PENALTY RECEIPT FOR CARRY-OVER PENALTY COTTON
a. 2¢ times	1. <u>Ezra</u>
b. 3¢ times	Cotton 415 U. S. DEPARTMENT OF AGRICULTURE Agricultural Adjustment Administration May, 1940
7. Gin bale number	No. CB- 5890
seed cotton	Farm Serial No. <u>2386</u>
8. Date cotton	<u>Oke- Caddo- 73-008</u> (Name of State and county and code number)
9. Each producer	1940-41 MARKETING YEAR MARKETING RECORD AND PENALTY RECEIPT FOR CARRY-OVER PENALTY COTTON
a. Name:	1. <u>Ezra Jones, Rt. 4 Cogar, Okla.</u> (Name and address of producer to whom sold)
b. Name:	2. Unmarketed two-cent carry-over penalty cotton (enter from item 4 of preceding page) <u>320</u> pounds
c. Name:	3. Cotton marketed in this particular transaction (do not include any other transaction) <u>530</u> net lint pounds
d. Total (n	4. Balance of unmarketed two-cent carry-over penalty cotton (amount by which item 2 exceeds item 3) pounds
10. The undersigned is true and (sold, bartered	5. Cotton marketed in excess of two-cent carry-over penalty cotton (amount by which item 3 exceeds item 2) <u>210</u> pounds
of	6. Amount of penalty:
Sept. 19	a. 2¢ times SMALLER of amounts in item 2 and item 3 \$ <u>6.40</u>
11. The undersigned purchase price that, to the through 10	b. 3¢ times amount in item 5 \$ <u>6.30</u>
Sept. 19	7. Gin bale number(s) or mark(s) or pounds of seed cotton <u>1822</u>
(Date)	8. Date cotton in item 3 above was marketed. <u>Sept. 19, 1940</u>
If penalty was "was not".	9. Each producer's share in cotton in item 3 above:
Sept. 19	a. Name: <u>Ezra Jones</u> <u>530</u> pounds
(Date)	b. Name: pounds
Sept. 19	c. Name: pounds
(Date)	d. Total (must equal item 3 above) <u>530</u> pounds
If penalty was "was not".	10. The undersigned certifies that the information in items 1 through 9 is true and complete and that the cotton in items 2 and 3 was marketed (sold, bartered, or exchanged) to
Sept. 19	<u>Richard Roe</u>
(Date)	(Name of buyer or transferee)
Sept. 19	<u>Apache, Okla.</u>
(Date)	(Post mail address of buyer or transferee)
If penalty was "was not".	<u>Ezra Jones</u>
Sept. 19, 1940	(Signature of producer to whom bought)
(Date)	<u>Cogar, Okla.</u>
(Place of signature)	11. The undersigned certifies that the amount of the penalty in item 6
Sept. 19, 1940	<u>was</u> collected from the producer or deducted from the purchase price or exchange or barter value of the cotton in item 3, and that, to the best of his knowledge and belief, the information in items 1 through 10 is true and complete.
(Date)	<u>Richard Roe</u>
(Place of signature)	(Signature of buyer or transferee)
Sept. 19, 1940	<u>Apache, Okla.</u>
(Date)	(Place of signature)
If penalty was "was not".	If penalty was collected or deducted, insert the word "was". If not, insert the word "was not".

FIGURE 18.—Execution of form Cotton 415 where penalty of two cents and three cents per pound was incurred


<p>COTTON 411-A-b</p> <p>UNITED STATES DEPARTMENT OF AGRICULTURE AGRICULTURAL ADJUSTMENT ADMINISTRATION</p>	<div style="border: 1px solid black; padding: 5px; margin-bottom: 10px;"> <p>FIRST CLASS Permit No. 2810-R (Sec. 510, P. L. & R.) Washington, D. C.</p> </div> <div style="border: 1px solid black; padding: 5px; margin-bottom: 10px;"> <p>BUSINESS REPLY CARD <small>NO POSTAGE STAMP NECESSARY IF MAILED IN THE UNITED STATES</small></p> </div> <p style="font-size: 1.2em; font-weight: bold;">4c-POSTAGE WILL BE PAID BY—</p> <p style="text-align: center;">TREASURER OF COUNTY AGRICULTURAL CONSERVATION COMMITTEE</p> <p style="font-size: 1.5em; font-family: cursive; text-align: center;">Cleveland, Mississippi</p>	
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FIGURE 19.—Business Reply Card—Form Cotton 411-A-b (identical to forms Cotton 321-b, 413-b, and 415-b)

Cotton 321-b
U. S. DEPARTMENT OF AGRICULTURE
Agricultural Adjustment Administration
April 26, 1939

72-002-519
(State and county code and farm serial number)

CERTIFICATE THAT THE COTTON STAPLES
1½ INCHES OR MORE

PART I. Identification Of Cotton

	Gin bale number or mark	Net weight	Gin bale number or mark	Net weight
1.	<u>68</u>	<u>474</u>		
2.	<u>142</u>			
3.	<u>320</u>			
4.				
5.				

The undersigned, his principal place in the State of certifies that the found to be cotton

Oct. 8
(Date)

The undersigned heretofore was produced and marketed to the

Oct. 11
(Date)

PART II. Certificate of Cotton Classifier

The undersigned, being a federally licensed cotton classifier and having his principal place of business at Oberlin in the State of Louisiana, hereby certifies that the cotton identified in Part I heretofore was classified by him and found to be cotton the staples of which is 1½ inches or more in length.

Oct. 8, 1940
(Date)

Henry Mills
Signature of classifier
Oberlin, La.
Place of signature

Part III. Certification of Producer

The undersigned hereby certifies that the cotton identified in Part I heretofore was produced on the farm identified by the State and county code and farm serial number aforesaid or is cotton carried over from a previous crop and that said cotton was marketed by or on behalf of the undersigned producer to

Oct. 11, 1940
(Date)

J. R. Pride
Signature of producer
Le Blanc, La.
Place of signature

Part IV. Certification of Buyer or Transferee

The undersigned certifies that the cotton identified in Part I heretofore was marketed to the undersigned by or on behalf of the above-named producer

Oct. 11, 1940
(Date)

J. R. Pride
Signature of buyer or transferee
Le Blanc, La.
Place of signature

FIGURE 20.—Execution of form Cotton 321

If a producer possessing a red marketing card desires to market cotton stapling $1\frac{1}{2}$ inches or more in length and a form Cotton 321 executed by a federally licensed cotton classifier has not been obtained and presented to the buyer, the buyer should advise the producer to obtain such a certificate from a federally licensed cotton classifier in order that the cotton may be properly marketed. Unless a certificate on form Cotton 321 is obtained and presented to the buyer, the buyer is required to execute form Cotton 413 in the manner set forth in section 533 of this summary and collect a penalty at the rate of **3 cents** per pound on the amount of cotton marketed in excess of the marketing quota as shown by the forms Cotton 413.

SEC. 535. Cotton produced by experimental stations.—The buyer of cotton which is identified when marketed by a marketing certificate issued to a publicly owned agricultural experiment station with respect to cotton grown solely for experimental purposes is not required to make a report in connection with the transaction, unless specifically requested to do so by the county committee, but must keep a record of the purchase on his regular records or on form Cotton 420.

SEC. 536. Procedure to be followed where cotton is not identified by a marketing card.—Where the producer fails or refuses or is not in a position to identify the cotton to be sold with a marketing card or certificate, the cotton is deemed to be marketed subject to the penalty of **3 cents** per pound. The buyer should collect the penalty of **3 cents** per pound on the entire amount of the cotton. Since the producer will not have a form Cotton 413, the buyer must make a written and signed report showing the following information: (1) The name of the producer from whom the cotton was purchased; (2) the date on which the cotton was purchased; (3) the gin bale number or if there is no gin bale number, the gin bale mark, or other information showing the origin or source of the cotton; (4) the net weight of each bale, or lot of cotton if less than a bale; and (5) the amount of the penalty collected in connection with the cotton purchased. This report should be delivered to the treasurer of the county committee for the county in which the cotton was produced at the time the penalty is remitted. **In no case should the buyer accept the statement of the producer or of any other person that the producer has a marketing card of a particular description or that the cotton is marketed not subject to penalty.**

SEC. 537. Procedure to be followed where seed cotton is acquired by sale, barter, or exchange.—Form Cotton 426 is the report required of the buyer or transferee in each case where he acquires seed cotton from a producer. This is true whether the buyer or transferee is also the ginner of the cotton or whether he is some other person. The report is also required even though a report on form Cotton 413 is submitted where the cotton is identified by a red marketing card or a report on form Cotton 415 is submitted where the cotton is identified by a blue marketing card. The execution of this form is fully explained in instructions printed on the reverse side of form Cotton 426.

Form Cotton 426 must be executed for all cotton acquired in the seed whether the producer thereof was issued a white or red or blue marketing card or no marketing card. This includes "toll cotton", that is, cotton received in lieu of cash or other charges for ginning, and all cotton which is acquired from the producer prior to the time it is ginned.

The individual proportionate interest of each producer in the seed cotton acquired must be separately shown on form Cotton 426. Where the cotton is marketed by a share tenant or sharecropper, the interest of the share tenant or sharecropper and of the landlord or operator, or both, in the cotton must be set forth. This is likewise true in case the cotton is marketed by the landlord or operator.

The distribution of forms Cotton 426 in case the **cotton is acquired from the producer by a buyer other than the ginner** is as follows:

(1) The original and first carbon copy (the yellow copy) are to be delivered by the buyer or transferee to the ginner who is to gin the cotton; and (2) the second carbon copy (the salmon copy) is to be retained by the buyer or transferee. If the cotton was identified by a red or a blue marketing card, the buyer or transferee also would make his report on form Cotton 413 or form Cotton 415 in the regular manner to the treasurer of the county committee and collect and remit the penalty, if any, as in other cases.

The distribution of forms Cotton 426 in case the **cotton is acquired from the producer by the ginner** is as follows: (1) The ginner would retain both carbon copies, and (2) the original will be delivered to the treasurer of the county committee as hereinafter explained. In case the cotton is identified by a red or a blue marketing card, the ginner also shall execute form Cotton 413 or 415, as buyer or transferee, in the regular manner. It should be noted that a separate form Cotton 413 or 415 is required in connection with each amount of "toll cotton" received from a producer to whom was issued a red or a blue marketing card.

The ginner is required to forward the original form Cotton 426 to the treasurer of the county committee at the time he makes his Regular Report on form Cotton 416. This is true whether the ginner acquired the cotton from the producer or whether it was ginned for a buyer or transferee who had acquired the cotton from the producer. All forms Cotton 426 received during the period from the first through the fifteenth of the month by the ginner for cotton ginned for buyers or transferees or prepared by him for cotton he acquires in the seed should be submitted to the treasurer of the county committee at the time the Regular Report on forms Cotton 416 for that period are submitted. This is also applicable to forms Cotton 426 received or prepared during the period from the sixteenth through the last day of the month. Forms Cotton 426 should

with the possible exception of the serial number of the marketing card. It is intended and preferred that a buyer make no change in his regular record keeping system other than may be necessary to record some information which he previously did not enter on his accounts, ledgers, or other records. If any buyer believes that it would be better to keep a separate record of the required information, copies of form Cotton 420 may be obtained without cost for this purpose from the county committee. The records of the buyer must contain the following information: (1) The name and address of the producer from whom the cotton was purchased; (2) the date on which the cotton was purchased; (3) the gin bale number, or, if there is no gin bale number, the gin bale mark or other information showing the origin or source of the cotton and, in the case of cotton purchased in the seed, the number of pounds of seed cotton; (4) the number of pounds of lint cotton in each bale, or lot of cotton if less than a bale, purchased from the producer; (5) the amount of any penalty collected or remitted in connection with the cotton purchased from the producer; and (6) the serial number of the marketing card or certificate by which the cotton was identified when marketed. For illustration of the execution of form Cotton 420, see Figure 22. This record of the transactions made during the buying

Cotton 420
U. S. DEPARTMENT OF AGRICULTURE
AGRICULTURAL MARKETING ADMINISTRATION
May 1940

Marketing Year _____ Sheet No. _____ OF _____ SHEETS

BUYER'S SPECIAL REPORT

NAME OF BUYER _____ FULL MAIL ADDRESS OF BUYER _____

Name and address of producer (A)	Marketing card or certificate serial No. (B)	Date of purchase (C)	Gin bale number or mark or other identification (D)	Pounds of lint cotton purchased (E)	Amount of the penalty collected (if any, state the word "None") (F)
1 _____					
2 _____					
3 _____					
4 _____					
5 _____					
6 _____					
7 _____					
8 _____					
9 _____					
10 _____					
11 _____					
12 _____					
13 _____					
14 _____					
15 _____					
16 _____					
17 _____					
18 _____					
19 _____					
20 _____					
21 _____					
22 _____					
23 _____					
24 _____					
25 _____					
26 _____					
27 _____					
28 _____					
29 _____					
30 _____					
31 _____					
32 _____					
33 TOTAL					

* Enter the original gin bale number. If none, enter the gin bale mark or other information showing the origin of the cotton. If cotton was bought in the seed, enter the number of pounds of seed cotton and the words "Seed Cotton."
† Net weight. Deduct 50 pounds from gross weight for bagging and ties (or 10 pounds, in case the bagging is made of cotton, or 10 pounds, in the case of other bagging) for square bales and 5 pounds for round bales. If cotton was bought in the seed, insert the actual number of pounds of lint turned out if known; if not known, enter the estimated lint turn-out.

AFFIDAVIT OF BUYER

The undersigned certifies that to the best of his knowledge the above constitutes a true and complete report of all the cotton purchased from the producers thereof by the undersigned as requested and provided for in the regulations issued by the Secretary of Agriculture pertaining to cotton marketing quotas for the marketing year shown above.

(Signature of buyer)

(Place of signing)

(Date)

Subscribed and sworn to at the place and on the date shown above before the undersigned officer authorized to administer oaths in such matters.

(Signature and title)

194...

[SEAL OF OFFICE, IF NONE
PROVIDED, SO STATE]

16-11322 U. S. GOVERNMENT PRINTING OFFICE

FIGURE 22.—Form Cotton 420

season, whether made on the form furnished by the county committee for that purpose or on the books regularly maintained by the buyer, must be kept available for examination and inspection by the Secretary of Agriculture, or by any authorized representative of the

Secretary of Agriculture, for a period of not less than two calendar years beyond the calendar year in which the marketing year ends. This record must be kept available in order that the correctness of any report made or record kept pursuant to the regulations may be ascertained, or in order that the information required to be furnished in any report, but not so furnished, may be obtained.

SEC. 539. Buyer's special report.—The buyer's special report is form Cotton 420 (see Figure 22). This report is to be made only after the State committee or county committee has requested the buyer to do so. When the buyer is requested to make the special report on form Cotton 420, the report must cover all cotton previously purchased by the buyer during the marketing year. Form Cotton 420 will be requested if the State committee or the county committee has reason to believe that a buyer failed or refused to collect or remit the penalty required to be collected by him on any cotton which he purchased, or otherwise in any manner failed or refused to comply with the regulations. The information required to be shown in this report with respect to each bale, or lot of cotton if less than a bale, is the same as that outlined in section 538 of this summary.

C. RECORDS TO BE KEPT AND REPORTS TO BE SUBMITTED BY TRANSFEREES

SEC. 540. Duties and responsibilities of transferees.—Each transferee who acquires cotton from the producer thereof must keep the same records and make the same reports which are required to be kept and made by buyers, with the exception of the buyer's special report (see section 539 of this summary), in every case in which the penalty is collected by the transferee, or in which any cotton in the seed is acquired, and in every other case the transferee must execute the applicable certificates which are necessary to enable the producer to keep the records and make the reports required of him.

D. RECORDS OF WAREHOUSEMEN AND OTHERS

SEC. 541. Availability of records of warehousemen and others.—The regulations require each warehouseman, processor, compressor, common carrier, or other person, as defined in section 373 (a) of the act, who buys, stores, compresses, transports as a common carrier, or otherwise deals with cotton from, for, or on behalf of the producer of the cotton to make his records with respect to such cotton available to the Secretary of Agriculture or to his authorized representatives upon request. The records concerning the cotton are to be made available in order that the correctness of any record kept or report made pursuant to the regulations may be ascertained, or in order that the information required to be furnished, but not furnished, may be obtained.